**Fort Hunter Free Library Board of Trustees**

**Monthly Board Meeting Agenda**

**December 12, 2022**

The regular monthly meeting of the Board of Trustees Fort Hunter Free Library was called to order at 6:31 pm by President Beverly Osborne. Members present were Ava Douglass, Barbara Lampkin, Beth Osborne, Beverly Osborne, Sue Summerfield, Kara Travis. Glenda Eager and Sue Nacco excused.

**Secretary Report:**

Minutes from the November 14, 2022, meeting were emailed prior to the meeting.

Motion to approve: Sue S, Kara.

Motion Carried.

**Treasurer’s Report:**

The Treasurer’s Report for October 2022 had corrections and was re-written and re-submitted. Payroll for new employee Lynn Tyron has been established. We received $137 from Hannaford from their fundraiser of selling re-usable grocery bags and donating to local non-profits. We received the $2,000 check from the CTW Foundation.

Bank balances as of December 12, 2022:

Checking: $7,381.46

Money Market: $27,052.29

Fidelity Investment: $28,326.51

We received $115 for the Basket Raffle for the month of November and $354 for the month of December. We have received approximately $100 on line to date.

Treasurer’s Report has been filed for audit.

**Old Business:**

We are hoping to get the lease to the building this week. The new lease will be for 10 years.

Lynn has two story hours/authors visiting in 2023: Mary Ann Delany and Stacey Delaney.

Budget Planning Update:

Income: Increased fundraising and added CTW Grant. The CTW Grant can cover anything related to educational programming.

Expenses: Increased Supplies line, due to increase of cost of items such as toner for the copier. Increased Building Fund as well. Broke out Program expenses to its own line.

Added Training; Bank Charges (direct deposit fee); mileage reimbursement (will need to add to the HR Finance policy).

Motion made to pass the 2023 Budget by Barbara Lampkin and seconded by Ava Douglass. All in favor.

Motion Carried.

**New Business:**

Board Trustees whose terms expire in January 2023: Sue Nacco and Sue Summerfield.

Sue Summerfield has offered her letter of resignation, effective December 31, 2022. The Board accepts her resignation with regret and gratitude for her many years of service.

We currently have 3 Trustee positions that need to be filled: Sue S, Gordie Schaufelberg and Lynn Wendell.

Bev elected Glenda Eager to become a new Trustee:

Motion to elect Glenda Eager: motion made by Kara Travis, seconded by Ava Douglass. All in favor.

Motion Carried.

Bev asked for the January 2023 meeting be postponed until January 16, 2023.

Sue S. had received grant funds to created Math Bags; she will be making 5 bags for the Library to be used as sign out material.

**Correspondence:**

There was no correspondence for this month.

**Director’s Report:**

The Directors Report was emailed prior to the meeting. Judi had listed the books that she had purchased for the previous month.

**Trustee Book Pick:**

Sue S. chose the newest JD Robb novel, “Desperation in Death” for November.

Kara’s choice for December is (book on food)

Glenda will be the Trustee for Book Pick for January, and then we will resume going in alphabetical order.

The drawing for the Basket Raffle will be Friday, December 16, 2023.

The Annual Meeting for the Fort Hunter Free Library will be held on Monday, January 16, 2023. Kara Travis will be the Chair for the Annual Meeting in the absence of a Vice President. The regular meeting will be held immediately after.

Sue S. made a motion to adjourn the meeting.

Barb seconded.

Meeting closed at 6:43 pm.

Respectfully submitted,

/Beth Osborne/

Beth Osborne, Secretary