



**Your Home Public Library**  
**Board of Trustees Meeting Minutes**  
**January 14, 2020**  
**YHPL Dining Room**

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The regular meeting of the Board of Trustees was held in the Dining Room on Tuesday, January 14, 2020. The meeting was presided over by Board President Diane Bartlow who called the meeting to order at 5:31 p.m.

**Trustees present:** Diane Bartlow, Robert Deemie, David Goguen, Barbara Hill, Sarah Maximiek and Robert Reynolds.

**Trustees absent:** None

**Also present:** Ben Lainhart (Director)

**Visitors:** None

**Community Comments:** None

**Communications/Correspondence:** Notification for library trustee orientation to be held at the Sidney Library in February. Letter Notification from Library Director to Staff dated November 21, 2019 regarding health benefit premium increases. Letter from YHPL Director to Director of the Town of Union dated January 6, 2020 re confirmation of FEMA materials that are on file at YHPL and available for review by the public.

**Approval of Minutes:** A motion was made by R. Reynolds and seconded by Maximiek to approve the minutes of the Regular Meeting held on December 10 2019. Said motion was approved unanimously.

**Approval of Claims and Budget:** A motion was made by R. Reynolds and seconded by D. Goguen; said motion approved unanimously.

**President's Report:** No report.

**Library Director's Report:** Written report attached.

**Committee Reports:**

**Buildings & Grounds:** No report.

**Finance:** No report.

**Personnel & Policy:** No report.

**Nominating:** No report.

**Old Business:**

- ❖ Strategic Plan – A motion was made by D. Bartlow and seconded by R. Deemie to accept the Strategic Plan proposed by Director Lainhart; motion was approved unanimously.
- ❖ Policy Review - A discussion was held with regard to review and updating of the policies of YHPL. President Bartlow suggested that the Board review policies and direct suggested revisions to Director Lainhart by January 31, 2020. Director Lainhart to have final policy revisions ready for review and approval by Board, with the exception of financial policies, at the February 11, 2020 meeting.

**New Business:**

- ❖ 2020 Officer Committees - Discussion was held with regard to committees. It was the consensus of the Board that due to the small size of the Board, current trustees would serve on all committees and that if the situation arose, President Bartlow would appoint trustees to serve on particular committees.
- ❖ Discussion of Fundraising and Committee Event - . Board discussed holding a community event geared to adults, such as a Haunted Library Tour or Mystery Event. Also discussed the desire for an elevator and what type of funding might be necessary for same.
- ❖ Appointment of Secretary as Signatory – President, D Bartlow, Vice-President, B.Hill, Secretary R. Deemie and Director B. Lainhart executed Resolution to remove B. Hill as secretary and appoint R. Deemie as Secretary and Secondary Signatory on Bank Accounts.
- ❖ Board Recruitment – Discussed the need for additional board members and how to promote recruitment.
- ❖ Special Meeting to held on January 28, 2020 at 6:30 pm.

**Executive Session:** David Goguen made a motion to enter Executive Session at 6:18 pm; said motion was seconded by R. Deemie and unanimously passed.

**Adjournment:** Robert Deemie motioned to adjourn the regular meeting of YHPL's Board of Trustees and was seconded by David Goguen. The meeting was unanimously adjourned at 6:45 pm. The next regular meeting of the Board of Trustees will be held on Tuesday, January 14 at 5:30 p.m.

Board Minutes respectfully submitted by Barbara Hill on February 11, 2020.