

**Rock Hill Public Library
Board of Trustees Meeting Minutes
October 9, 2023**

Attendees:

In-person: Ryan Shortal, Veronica Crowe, Diane Madras, Hannah O'Rourke, Roxanne Provence, Susan Hoch, Erin Phelps, Karen Parks

Zoom: Maggie Kehm joined at 7:15

Absent: Patrick Long, Danielle Oettle, Stephanie Van Stee

Meeting called to order at 6:15 pm by Ryan Shortal.

Introductions: none

Approval of Meeting Minutes

Ryan moved to approve meeting minutes of Sept. 11, 2023; seconded by Veronica.

The minutes were approved unanimously.

Financial Report

The board reviewed the financial statements prepared by Danielle and presented by Erin.

-Questions were raised regarding the wording of the Summer Library Club which is the Summer Reading Club. The figures that are reported as negative numbers reported on the Revenue & Expenses Budget vs. Actual have not been spent yet.

Approval of Bills

The board reviewed the paid and unpaid bills. Ryan moved to approve the transaction list by vender in the amount of \$2300.60 and the unpaid bills in the amount of \$2101.93, , dated October 6, 2023. Diane seconded. Passed unanimously.

Public Presentations

There were no public presentations.

Director's Report

Please see Erin's report on Sharepoint.

Committee Reports

Beautification committee

No report

Personel committee

No report

Fundraising Committee

-Veronica reported that fliers were made, printed, and distributed to businesses on Manchester Rd in Rock Hill. 400 postcards were mailed before the Rock Hill Fall Festival last weekend. To date 24 bricks have been sold. In about 2 weeks an email push will be done to help reach the goal of 68 bricks sold.

-Other fundraising events included a possible 5 K walk/run in March, a Mocktail party, tapping into Katie's Pizza 'Give-Back Tuesdays', any other ideas may be entertained.

Communications

None

Unfinished Business

Amendment of Bylaws re: Audit

Karen moved to approve and Ryan seconded the amendment requiring an audit up to every other year. The motion passed unanimously.

HVAC age/status

Erin has received an additional bid from Coleman HVAC, the company Maplewood library uses for \$55,000.00. There is one more bid pending.

New Business

Parking lot resurfacing will be dependent on the date the permeable pavers on the patio are completed, and before the first frost if possible. Erin acquired a bid from Asphalt Paving and Concrete for patching, resurfacing, and relining for more clear traffic flow and parking for \$4684.

Executive Session

No Executive Session was needed.

Adjourn Meeting

Ryan moved to adjourn the meeting at 7:13 p.m. Veronica seconded. Passed unanimously.

*Next Meeting: November 13, 2023 at 6:15 p.m.

In-person and Virtual