

Rock Hill Public Library
Board of Trustees Meeting Minutes
November 13, 2023

Attendees:

In-Person: Ryan Shortal, Erin Phelps, Patrick Long, Danielle Oettle, Roxanne Provence, Hannah O'Rourke, Susan Hoch, Maggie Kehm, Veronica Crowe, Stephanie Van Stee

Zoom: Karen Park

Absent: Diane Madras

Meeting called to order at 6:15 p.m. Roll call and introductions.

Approval of Meeting Minutes

The Board reviewed the minutes from the October 9, 2023 meeting. Ryan moved to approve the October 9, 2023 open session minutes as presented. Veronica seconded. Motion passed unanimously.

Financial Report

The Board reviewed the financial statements as presented by Danielle. No significant issues or questions were raised, and the reports are available in RHPL records.

Approval of Bills

The Board reviewed the Transaction List by Vendor and Unpaid Bills Detail. Ryan moved to approve the Transaction List dated November 8, 2023 in the amount of \$4,742.66, and the Unpaid Bills Detail dated June 8, 2023 in the amount of 2,007.69. Maggie seconded. Motion passed unanimously.

Public Presentations

Nothing presented

Library Director's Report

In the interest of time, Erin emailed her Director's Report to the Board ahead of the meeting. Erin reported on the efforts to get bids for the building HVAC systems, programs, services, grants, conferences, collections, and an update on the State Survey Report.

No significant concerns, questions, or objections were raised regarding Erin's Director's Report. The written report, dated November 13, 2023 2023, is available in RHPL records.

Committee Reports

No reports or other presentations.

Communications

Erin shared some information regarding efforts by the staff to get more information into the Webster Kirkwood Times more frequently/regularly.

The board does not meet in December. The next meeting will be January 8, 2024.

Unfinished Business

Erin shared additional details about the needed HVAC work. It was discussed to prepare a budget amendment for voting at the next meeting in January.

New Business

Nothing presented or discussed.

Ryan moved to adjourn the meeting. Patrick seconded. Motion approved unanimously. Meeting adjourned at 6:50 p.m. The board members then moved into executive session.