



Canton Public Library Board of Trustees General Meeting Minutes

November 16, 2023 – 7:30 PM

The Vice-Chairperson, A. Watts, called the meeting to order at 7:30 PM.

Present: N. Eggenberger, M. Farell, J. Lee, C. Spas, A. Watts

Absent: A. Iqbal

Also Present: E. Davis, S. Bewick

CALL TO AUDIENCE

Present: K. Bounds, L. Golden, D. McHugh, M. Nicholson, C. Swanberg

No comments

APPROVAL OF AGENDA

The agenda was approved by unanimous consent.

APPROVAL OF GENERAL MEETING MINUTES

The minutes were approved by unanimous consent.

COMMUNICATIONS

None

DIRECTOR'S REPORT

The library has been contacted by the family of a frequent donor, who is now in hospice care. In lieu of flowers, they wish to set up a fund designated for STEM materials and programming for children and teens. There will be a bookplate acknowledgement in all of the physical books, and the donation source will be reflected in the library catalogue.

The library is now 83% of the way through the fiscal year. Several expenditures are underspent on the year, but the Printing expenditures will go up dramatically due to upcoming mailings for the endowment fund and a targeted mailing for the northeast quadrant of the township. We learned last week that the new sorting system and gates have been delayed to January; this change will be reflected on the 4th Quarter Budget Amendment.

TRUSTEE COMMENTS

None

COMMITTEE REPORTS

None

UNFINISHED BUSINESS & GENERAL ORDERS

Policy enforcement – Director E. Davis advised the department heads have discussed policy enforcement with their staff; the consensus was that enforcement of the shoe policy has not been an ongoing issue. The programming staff expressed they would prefer not to have to be enforcing the shoe policy while conducting programs, so they will visually inspect and clean rooms before and after programs. The library is looking into posting signs with a scannable QR code that would link to the full patron code of conduct; there will also still be paper copies available at the reference desks and online. Should the situation become an issue in the future, the board will address further.

Update of Financial Policy and Resolution to Adopt ACH Policy – N. Eggenberger moved and C. Spas supported a motion to approve the updated Financial Policy and Resolution to Adopt ACH Policy as presented.

The motion passed unanimously 23/11-16-1

NEW BUSINESS

Discussion of 2024 Board Officers – The current slate of officers may remain in place for a second year. M. Farell indicated she would be willing to take on an officer role in 2024, should any of the current officers wish to step down. Further discussion, nomination and election of the 2024 officers will take place at the December meeting.

Closed session for Director's Evaluation – Director E. Davis requested that the board move into closed session for the purpose of discussing her yearly performance evaluation.

ROLL CALL VOTE

Yes: N. Eggenberger, M. Farell, J. Lee, C. Spas, A. Watts

No: None

Abstain: None

The motion passed 23/11-16-2 (5-0-0)

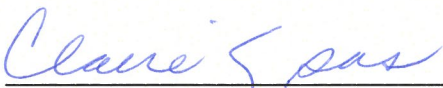
REGULAR MEETING RESUMED AT 8:20 PM.

CALL TO AUDIENCE

No comments

ADJOURN

The meeting was adjourned at 8:24 PM.



Claire Spas, Secretary-Treasurer