Call to Order: 6:40pm

Attendance: MaryBeth Ditoro, Chair; Deb Munson, Treasurer; Beth Swanson, Secretary; Kandy Knowlton, Director

Review and Approval of Agenda: Motion to Accept: Beth Swanson; Seconded: Deb Munson

Secretary’s Report: Motion to Accept: Deb Munson; Seconded: Beth Swanson

Director’s Report: Motion to Accept: Beth Swanson; Seconded: Deb Munson

Donations and Contributions: Motion to Accept: Beth Swanson; Seconded: Deb Munson

Treasurer’s Report: Motion to Accept: Deb Munson; Seconded: Beth Swanson

Approval of Expenditures and Incoming Checks: Accepted by: Deb Munson

Monthly Statistics: Motion to Accept: Beth Swanson; Seconded: Deb Munson

Old Business:

Walkway: Walkway was completed by JR Dow Asphalt Services.

Donor Tree: considering options for a latex decal vs painted tree.

New Business:

Policy Statement Update: Mission Statement and Vision Statement are still appropriate and approved. Other specific policies updated as follows:

Physical Building: Most items on goals were completed. Additions to goals for physical building include parking lot repairs with curbing, signage, landscaping and tree pruning, septic pumping (2022), painting of building exterior and outdoor patio.

Appendix 22 reviewed and approved.

Appendix 23 reviewed and approved.
Investment Policy: MaryBeth will review the policy and look to see if there are new updated policy suggestions from other libraries. Deb will look into options for investment vehicles and logistics of moving the funds within or from Ameritrade into a low load index fund.

Personnel Policy: Kandy will create an organizational chart.

Air Filtration: Kandy will speak with Paul regarding upgrading the filters in our heating system to HEPA filters and/or replacing them more often.

Plan Next Month’s Agenda:

Next Meeting: Tuesday, November 17, 2020

Meeting Adjourned: 8:15pm

Submitted by: Beth Swanson, Secretary