

William H. Bush Memorial Library
Board of Trustees
April 26, 2017 Meeting

President Susan McArdle called the monthly meeting to order at 7:03 p.m.

Members Present: Susan McArdle, John Domagala, Nelson Schwartzentruber, Michelle Jones, Cheryl Kelly.

Members Absent: Amy Beyer, Daniel Jantzi

Also Present: Assistant Librarian Brandie Rogers.

Librarian's Report: See the attached notes

Secretary's Report: Nelson moved to accept the minutes of the March 22, 2017 meeting as written, Michelle seconded the motion. Motion carried.

Treasurer's Report: Nelson presented the quarterly report. A motion was made by John, seconded by Michelle to approve the report as presented. Motion carried.

Old Business:

Discussion was held regarding the cracked sidewalk and the repair that is needed.

Brandie continues to keep records of attendance.

Bylaws Review Committee: notification received April 4, 2017 from the Board of Regents informing us that they have formally approved our charter application.

Benjamin Fouse has been contacted and agreed to do the electrical work for the Fiber Optic Project which is moving forward.

The policy committee is working on the Dress Code Policy.

Further discussion was held regarding the recognition of employees for their longevity. We may consider holding the recognition at the annual Christmas Open House.

New Business:

Steve Bolton has announced his upcoming retirement from NCLS.

Sue shared upcoming workshops.

It has come to our attention that the Treasurer's laptop will require an update to Windows 10 and Quickbooks 2017. A motion was made by Michelle, seconded by Sue to update the Treasurer's laptop to Windows 10 and Quickbooks 2017 at a cost of \$65.00. Motion carried.

Nelson brought up that we historically post a photo of the current U.S. President in the library. We do not have a photo of President Trump. Nelson will pursue this.

The Martinsburg Historical Society is requesting money to help cover the cost of a full-page ad advertising Martinsburg Day. We will discuss further and vote on this item at our May meeting.

Our next meeting is May 24, 2017. We will plan to meet at 6:00 p.m. with Mike Alteri and Scott Lawrence.

A motion to adjourn was made by Nelson at 7:52 p.m. seconded by Michelle. Motion carried.

Respectfully Submitted

Cheryl L. Kelly, Secretary