

*Attendance:* Jessica Doktor, Julie Hengenius, Angela Knisley, Jason Long, Kristie Miller, Patrick Weissend  
*Others:* Diana Reding, Library Director, Katie Schoff

*Agenda*

1. *Call to Order:* Julie called the meeting to order at 6:33 PM.
2. *Adoption of agenda:* Patrick moved to approve the agenda. Jessica seconded and it carried with all in favor.
3. *Approval of prior meeting minutes:* The February, 2022 minutes were accepted as they stand.
4. *Period of public expression:* none
5. *Correspondence:* none
6. *Treasurer/Finance Officer's Report:* (Submitted under separate cover). Kristie reported that she reviewed the report and nothing looked out of the ordinary. She also reported that the Capital Fund has been opened and Theresa will be able to make the necessary transfers in approximately a week.
  - a. **Motion:** To approve the February, 2022 Financial reports as submitted. Kristie made the motion. It was seconded by Patrick and carried with all in favor.
  - b. **Motion:** To approve payment of the February, 2022 bills as submitted. Kristie made the motion. It was seconded by Jessica and carried with all in favor.
7. *Director's Report:* (submitted under separate cover): Diana reviewed her report.
8. *Committee Reports:*
  - a. Budget subcommittee: none
  - b. Personnel committee: none
  - c. Buildings and Grounds
    - i. The porch railing has been repaired.
  - d. Policy Committee:
    - i. Recording in Library:

The Board reviewed and discussed a policy directed at managing "First Amendment Audits" which was submitted under separate cover. **Motion:** To adopt the "First Amendment Audit" Public Library Response Policy & Protocol. Kristie made the motion. It was seconded by Patrick and carried with all in favor.

The Board discussed updates in the Policy manual that reflects the newly adopted Recording Policy. It will read as follows:

**Motion:** Library staff may take photos of attendees at public events. These may be posted on library-maintained websites, social media accounts, or included in press releases. Library staff will notify parents/guardians before identifiable pictures are used publicly. If a library patron does not wish himself/herself or his/her child photographed or videotaped, the patron must notify the library staff to that effect. Kristie made the motion. It was seconded by Patrick and carried with all in favor.

ii. The Policy Review Committee met on March 10<sup>th</sup> and updated the Investment Policy. Kristie will ask Theresa to review it and the Board will review it at the April meeting.

*9. Unfinished Business:*

a. Upcoming Trustee Vote in May. Jessica will be running for a second term. Katie Schoff and Matt Steinberg are interested in running for the Board. There are 3 open positions.

b. Diana will ask for NIOGA members (at a March 28<sup>th</sup> meeting) about current purchasing policies as they relate to substantial Building & Grounds improvements.

10. *New Business:* The Board discussed upcoming community events and the Library's possible participation in them. Decisions will be made at a later date.

11. *Adjournment:* The meeting adjourned at 7: 23 PM. Kristie made the motion. It was seconded by Angela and carried with all in favor.

The next Board meeting will be held on April 18th at the Library.

Respectfully Submitted,

Angela Knisley, Secretary

A handwritten signature in cursive script that reads "Angela Knisley". The signature is written in black ink and is positioned below the typed name.