

Attendance: Katleen Dethier, Jessica Doktor, Julie Hengenius, Angela Knisley, Tony Kutter, Kristie Miller and Margaret Stevens *Others:* Diana Reding, Library Director

1. *Call to Order:* Kristie called the meeting to order at 6:30 PM, followed by the Pledge of Allegiance.
2. *Adoption of Agenda:* Angela moved to approve the agenda; Margaret seconded and it carried with all in favor.
3. *Approval of September 2019 Meeting Minutes* – Julie moved to approve the minutes; Katleen seconded the motion and it carried with all in favor.
4. *Period of Public Expression:* No one from the public attended.
5. *Correspondence:* None to report.
6. *Treasurer/Financial Officer's Report* (submitted under separate cover).

The financial reports for January through September 2019 were reviewed. **Motion: To approve the September 2019 Treasurer's report. The motion was made by Angela and seconded by Margaret. It carried with all in favor.**

a. Approval of bills. **Motion: To approve the payment of bills for September 2019. Jessica made the motion and Julie seconded it. It carried with all in favor.**

b. Approval of transfer: **Motion: To transfer \$10,000. from the Money Market account to the Checking account. Margaret made the motion and Julie seconded it. It carried with all in favor.**

7. *Director's Report:* (submitted separately): Diana reviewed her report which included Financial, Building/Grounds/Equipment, and library insurance information.

8. *Committee Reports:*

a. *Personnel committee:* The committee has recommended the opening for the part time clerk position remain at 17 hours. In addition, the job postings will include an additional substitute clerk position. The Committee will begin preparing for the Library Director's annual review.

b. *Finance committee:*

i. *Presentation of 2020 draft budget:* This was reviewed and will be discussed at the November Board meeting.

c. *Old Business:*

i. *Building Maintenance:* The Board is waiting for one more quote to make a decision on outdoor maintenance for the Library. Quotes are being sought for a hard-shell awning for the back door, a railing for the back step and a storage shed.

d. *Rechartering update:* The Board reviewed and discussed by-laws and policy revisions that were made for rechartering purposes.

Motion: To accept the Corfu Public Library By-Laws and Policies as reviewed and revised on October 21, 2019. The motion was made by Margaret and seconded by Jessica. It carried with all in favor.

9. *New Business*: None

10. *Other Business*: None

Next Board Meetings: November 18, 2019

11. *Adjournment*: The meeting adjourned at 7:40 PM with a motion by Margaret; seconded by Julie and approval by all.

Respectfully Submitted,

Angela Knisley, Secretary

Angela Knisley 11/18/19