

CPL Monthly Board of Trustees Meeting

Wednesday, July 19, 2023, at 6:30 pm

Present: Jason, Patrick, Michael, Jessica, Katherine, Stephanie

Also present: Isaac Long and Diana Reding, Director

Agenda

1. Call to Order - 6:46

2. Adoption of agenda

Jessica made the motion, Patrick seconded the motion, motion passed in favor.

3. Swearing in of trustees, director, treasurer/verification of contact information - done

4. Approval of prior meeting minutes - no changes

Stephanie made the motion, Jessica seconded the motion, motion passed in favor.

5. Period of public expression - none at this time

6. Correspondence - none at this time

7. Treasurer/Finance Officer's Report

a. Presented a profit versus loss review of the previous fiscal year

b. Monthly report

Jessica made the motion to approve the monthly Treasurer's report, Katherine seconded the motion, motion passed in favor.

c. Approval of bills

Stephanie made the motion to approve the payment of the monthly bills, Michael seconded the motion, motion passed in favor.

d. Motion to transfer \$20,000 from the money market to the operating account

Patrick made the motion, Jessica seconded the motion, motion passed in favor.

8. Director's Report - available under separate cover

9. Committee Reports -

- a. Finance subcommittee - nothing at this time
- b. Personnel committee - nothing at this time
- c. Buildings and Grounds - nothing at this time
- d. Policy committee - nothing at this time

10. Unfinished Business

- a. Estimate for the scope of work needed for building repairs

11. New Business

- a. Election of officers - Stephanie made a motion to accept the slate below, Katherine seconded the motion, motion passed in favor
 - i. President - Jason
 - ii. Vice President - Jessica
 - iii. Finance Officer - Patrick
 - iv. Secretary - Michael
- b. Update bank signers - Patrick, Jason, and Jessica
- c. Schedule of board meetings for the year
 - i. Jessica made a motion for a schedule of 11 board of trustee meetings for the next year with no meeting in the month of August, Michael seconded the motion, motion passed in favor
- d. Review of hours of operation - no changes
 - i. Patrick made a motion to keep the hours as is, Jessica seconded the motion, motion passed in favor
- e. Appointment of standing committees
 - i. Finance subcommittee: Patrick, Stephanie

- ii. Personnel committee: Jessica, Stephanie
- iii. Buildings and Grounds: Katherine, Michael
- iv. Policy committee: Jessica, Michael, Katherine
- v. Community outreach committee: Katherine, Michael, Jessica
- f. Key review - Jason received the key from the previous President
- g. Contracts for Linda Tucker (Payroll) & Theresa Kennedy (Treasurer)

12. Adjournment 8:29 pm - Patrick motioned to adjourn the meeting, Jessica seconded the motion, motion passed in favor.

Michael Platt