

**Perry Cook Library
Board of Trustees
February 8, 2022 7:00 p.m.
Regular Monthly Meeting**

In attendance were President Mary Roush, Vice President David Oates, Secretary Mary Jobe, Director Patricia Dollisch, Fiscal Officer Kile Byington, Board Member Julie Rhea and Board Member Michelle Fidler.

President Mary Roush called the meeting to order at 7:03 p.m.

Minutes

After discussion a motion was made by Mr. Oates to accept the minutes, Ms. Fidler seconded, noting that revisions will be made by Ms. Dollisch and they will be available for signature at the March 2022 meeting.

Directors Report

Ms. Dollisch reported that January was a difficult month for the staff as there were several cases of Covid19 and the library had to close on a couple of occasions due to illnesses.

Fiscal Officers Report

Ms. Byington reported that the financial statements are now closed for 2021 and everything is looking good and will be sent to the auditor for approval.

She reported that we were able to get a new cash register. Staff was trained on the management of the transactions and reporting to the fiscal officer.

She went over the bank reconciliation.

She is still working on the 2022 appropriations and should have those done and ready to present at the March 2022 meeting.

Mr. Oates inquired about the cash register. He asked if we are equipped to take credit cards now. Ms. Byington indicated that we remain a cash only system. She explained the way that the cash register is now working in conjunction with the computer system. We now have a way to track the totals that we are bringing in for faxes, copies and other miscellaneous. It will make accounting easier in the long run.

Ms. Rhea made a motion to accept the financial report and pay the bills, Ms. Jobe seconded the motion. All members agreed, motion carried.

Old Business

Ms. Dollisch stated that she is working on getting the artwork to the vendor to get a quote for the wrap being put on the libraries new van. We are still looking at taking delivery of the van in mid-March. There are some modifications that still need to be done. It is a Ford transit van with

no windows. We are in possession of the title to the van and have secured insurance for the same.

New Business

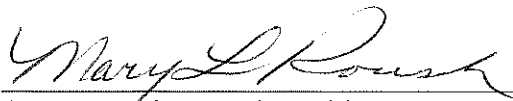
Ms. Dollisch reported that the new hire that we discussed in the January meeting has taken a job somewhere else and declined the position. She did interview two other candidates, one was 15 1/2, she really liked her but there are some roadblocks, she is not able to work past 7 during school hours but can work until 8 during the summer. She is planning to offer her the position. Another candidate was also interviewed. She was ok but didn't seem enthusiastic about the position. Ms. Dollisch is going to check a few of her references but does plan on offering her the position. Jack is going to remain on the payroll and is going to assist in the summer.

Consent Resolutions

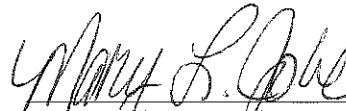
Ms. Jobe made a motion to accept the consent resolutions, Ms. Fidler seconded the motion, all agreed, motion carried.

Ms. Jobe asked about the Corns property and there has still been no movement.

Mr. Oates made a motion to adjourn the meeting at 7:47 p.m., Ms. Rhea seconded, all agreed, motion carried.



Mary Roush, Board President



Mary Jobe, Board Secretary