

Monday, October 17, 2022

**Call to Order** – Holly More called the meeting of the Brimfield Public Library Board of Trustees to order.

**Roll Call** – Holly More took Roll Call with the following members present: George Stenger, Pam Fabish, Shirley Sollenberger, Kathie Hagen, Trip Barton, Angie Sneeringer, and Director Katie Hahn.

**Public Comment** – None

**Special Business** – The board reviewed the Brimfield Grade School Evacuation & Reunification Proposal and decided to table the vote to accept it until November. Occupancy numbers from the state fire marshal and a key security plan from the school are still needed before the vote can take place.

The Director Evaluation Committee will meet between this meeting and the upcoming November board meeting to bring a final document to the board for a vote.

Katie Hahn discussed recent conversations regarding our several bank accounts and updating our procedures in Quick Books. The board encouraged her to purchase the online version of the software to bring the library up to current practices. Katie is searching out an accountant with extensive library finance expertise to help guide our financial reporting. The library's checking account type has retired as a choice at the bank. It is transitioning to a Small Business Options Checking with Basic Cashflow account.

**Secretary's Report** – Kathie Hagen made a motion to approve the September Regular Meeting Minutes. Shirley Sollenberger seconded; motion carried.

**Treasurer's Report** – Pam Fabish made a motion to approve the September Financial Report. Trip Barton seconded; motion carried.

Shirley Sollenberger made a motion to approve the October Bills. George Stenger seconded; motion carried.

**Director's Report** – Library Director Katie Hahn presented the director's report. Many impressive events have happened since the last meeting including a \$500 Non-Residential Hardship credit from Ameren and the hiring of Andie Kelch as the new Youth Services Manager.

The board thanked Katie for the enormous amount of preparation and work she has put into the last month as director and showed appreciation for her forward thinking and transparency with the board.

**Adjournment** – George Stenger made a motion to adjourn. Shirley Sollenberger seconded; motion carried.

**Next Meeting** – November 21, 2022 at 6:30 p.m.

Respectfully submitted,  
Angie Sneeringer