HORTON PUBLIC LIBRARY

Board Meeting Minutes 9/15/2021

Present: In person - Jessica Buhrman, Gil Bunning,

Michelle McClaskey, Zac Bates, Cathy Gordon Via Zoom: None, Not Present: Nancy Martin, Connie Shippy.

**Call to Order:** We began the meeting at 6:10pm.

**Agenda:** No formal agenda used as not presented prior to meeting.

**Minutes:** Aug informational meeting minutes presented.

**Director's Report:** Directors Report given by Jessica Buhrman. Monthly statistics presented.

**Treasurer's Report / Budget Review:** Expense reports were presented.

**Correspondence:** None

**Old Business:** None

**New Business:**

Discussion was had on coming up with a dress code policy and setting it. The members of the board want

professionalism shown while representing the library, and the fall fundraiser “Jack Lantern Jubilee”. Which has

been set for October 30, 2021. Discussion was had on the cost of replacement or fixing the fax machine, and the

cost and amount of supplies that are required for the machine. A motion was placed on the table by Michelle to

purchase a new printer as well as approve the purchase of a maintenance plan for the system. Seconded by Zac

Motion carries. Discussion was had on social media usage while employees are working. Discussion stated that the

Social Media usage needs to be limited to Library topics while employees are at work.

Discussion was had that it was reported that a board member is saying they are not getting meeting reminders

only payroll emails. Director states that all the emails are done in group form from a saved group in GMAIL. And

that she just selects the group “Board” and it auto loads all the saved emails. It is strange that someone would get

one type but not another when they are sent the same way. Perhaps there is an error on the receiver with not

having Director@hortonlibrary.org saved on their contacts. Director encourages that if anyone feels they are not

receiving information to please call her and make sure she has all contact information saved correctly.

**Executive Session:** Session entered at 6:45pm. Exited at 7:05pm Action taken. It was motioned by Gil that the

Director receives a 2.5% pay increase with the remainder of previously discussed increase to NEKLS accreditation

standard minimum to be re-considered in a few months when the APPLE training is completed. Seconded by Zac.

Motion Carries.

**Adjourn**: The was adjourned at 7:15PM. The next meeting will be Oct 27 at 6:15pm