

Community Library of Castle Shannon
Board of Trustees Meeting Minutes
June 1, 2023

Meeting: Donna Phillips presided and called the regular meeting of the Board of Trustees to order at 7:00 PM.

Opening: The meeting opened with the Pledge of Allegiance.

Roll Call: The following members were in attendance: Mary Craig, Laura Heckmann, Donna Phillips, Donece Janiak, Marian Randazzo, Jennifer Shushar, Heather Myrah, Library Director.

Meeting Minutes: The Minutes from the May 2023 Board of Trustees meeting were presented. Mary Craig motioned to approve. Laura Heckmann seconded; all in favor, motion carried.

Library Finance Report: The Library Finance Report for May was reviewed. Marian Randazzo motioned to approve. Donece Janiak seconded; all in favor, motion carried.

Due to the summer break, July and August Financial Expenditures were reviewed and approved.

Library Director's Report: The report was reviewed and approved.

Children's and Youth Services Report: Amber Morgan-Opitz attended the Board Meeting and discussed the Summer Reading program themed "All Together Now". The program begins Friday, June 9th. Other children and teen programs were discussed.

Old Business: None.

New Business:

- Library Satisfaction Survey
 - Overall results and summary were reviewed. This will be revisited at the September meeting.
- The Board reviewed the Library Director's Quarterly Report for status of work expectations/timeline.
- Library statements
 - The new Mission, Values, and Core Statement was adopted and approved.
- Program spending and detailed list of monthly expenditures
 - Mrs. Myrah provided detailed information related to monthly expenditures. The Board asked Mrs. Myrah to continue providing this information.
- ACLA celebrating our Communities Grant
 - The requested amount was approved.
- Board Self-Evaluation review and Strategic Plan
 - Will be further discussed and reviewed in September.
- Strategic Plan 2024-2026
 - Will be further discussed and reviewed in September.

Correspondence/Suggestion: None for this discussion

Continued Business:

- Diversity and Inclusion training for library staff and board members
 - Will be further discussed in September

Adjournment: 9:05 PM Marian Randazzo motioned to approved. Mary Craig seconded; all in favor, motion carried.

Respectfully submitted,

Diane Fabry, Board Secretary