**HPL Informational Meeting Minutes for Sept 27th, 2023**

Board Members Present: Zac Bates -Board Chairperson, Gil Bunning – Treasurer, Kourtney Liggett, Nancy Burns -Secretary

Not Present: Cheyenne Brown – Vice Chairperson, John Hoschouer

**Call to order:**  The informational meeting began at 6:15pm – no quorum

**Agenda**: No formal agenda

**Approval of Minutes:** No vote to approve due to absence of quorum

**Director’s Report:** Given by Director Jessica

**Treasure’s Report**: Reports given to Gil Bunning

**Old Business**: Director reported over 1100 served for NHS. At a value of over $9,900 worth of food. Jessica mentioned she is still looking at grant opportunities to put in a lift or similar device to allow access to downstairs for disabled needs. Still trying to fill open board positions. Discussions have been held with Mike McDonald at NEKLS to try and meet and or get city to meet requirements for filling these roles. The library itself is deeded to the “Board” as they are the representatives of the community. The city does not own the library. This is one of the many things the city is required to do per state statutes that they are failing in their responsibilities. Third quarter NEKLS Accreditation grant was received.

**New Business:**

Jack-O-Lantern Jubilee set for Oct 14 from 10-2. During the towns Octoberfest event. Hospice Angel tree is welcome to continue at the library. Oct meeting opted out with Nov meet to be held on the 8th. Calendars are being reviewed for availability of members.

Staff member who was out of state has returned. Sporadic attendance has been a problem for the staff member. Jessica shared the issues and inappropriate work habits for this staff member. The board members present shared the opinions and board support that a write-up should be done to notify in writing to the staff member the issues in hopes they will correct the behaviors.

**Executive Session**: NONE

**Meeting Adjourned:** Informational meeting was adjourned at 7:35pm

Next meeting will be Nov 8th at 6:15pm 2023

Original minutes drafted by Nancy Burns – Vice Chairperson. Formatted by Jessica Buhrman