

MEETING OF LIBRARY BOARD OF DIRECTORS  
SALEM FREE PUBLIC LIBRARY  
**Monday, November 8 at 7:00 pm**

**CALL TO ORDER** at 7:01pm by Sue

**Present:** Sue Butler, Robin Jensen, Mary Cikatz, Diane Robillard, Vicky Coffin

**Guests:** Dee Doolittle, Bart Drennen, Carl Nawrocki

**ADDITIONS TO AGENDA:** none

**PUBLIC COMMENTS/CORRESPONDENCE:** guests are happy to be here, introductions were made

**GENERAL PROCEEDINGS:**

- **MINUTES** OF October Meeting: minutes were reviewed, motion made by Mary to accept the minutes, 2<sup>nd</sup> Sue, M/C 4-0
- **FINANCIAL REPORT:** was shared by Diane. Motion made to accept by Sue, 2<sup>nd</sup> by Mary, M/C 4-0
- **LIBRARIAN'S REPORT** was shared by Vicky. She shared highlights of the library. Vicky led discussion of Board positions and roles as positions will need to be filled next meeting. Library will be short-staffed this month. Library held vaccine clinic on the 2<sup>nd</sup> (Election Day).
- **FRIENDS OF THE LIBRARY REPORT:** Carl shared highlights of the Friends. Book Sale was successful with a lot of help. Friends needs a liaison from the Library Board.

**OLD BUSINESS:** upcoming meeting dates: Monday, December 13<sup>th</sup> and Tuesday, January 11<sup>th</sup>, 2022.

**NEW BUSINESS:** Discuss new Board positions (secretary and chairperson) as current members who hold these positions are leaving the Board. *Mary will take on the secretary role.*

**OPEN DISCUSSION:** Elections will be held at the December meeting for Library Board positions. Review of Zoom meeting policies were discussed. Meeting dates for the upcoming year will need to be set at the December meeting. Library job descriptions need to be looked at and revised within couple of meetings.

Meeting was adjourned at 8:28pm by Sue.

Respectfully submitted by,

*Robin Jensen*  
secretary

NEXT MEETING: Monday, December 13<sup>th</sup>, 2021, at 7:00PM