**Tappan Spaulding Library Board Meeting Minutes: 2-17-2020**

**Call to order:** 3:34 PM

**Present:** Patti Schafer, Melanie Coombs, Bonnie Mider, Erin Chapman

**Village Representative:** None

**Guests:** None

**Director Report:** See attached director’s report. Discussed and/or approved all items in report.

**Village Representative Comments:** None

**President Report:** Referendum will be on hold until next year. Sexual harassment training has to be completed by end of February for all board members and staff. Book club to try to start up again headed by Patti- Will be March 17. Book will be “The Silent Patient”. Patti proposed having Erin co run book clubs with her- following an every other month schedule. Reviewed policies and approved what we have in place which includes: whistle blower, sexual harassment, open meeting, internet safety, social media, conflict of interest, confidentiality of library records.

**Treasurer Report**: See report. Need to sell stocks to meet end of fiscal year financial needs. Patti to sell $50,000 to be placed in our savings. Approved by all board members present.

**Approved Bills:**

Cornell Cooperative Extension: Steam Night $100.00

FLLS (office supplies) $42.00

FLLS (Lic. Renewal) $26.26

Time Warner Phone $62.38

NYSEG $83.84

Amazon $ 616.14

Petty Cash $55.34

Eklund (copier maintenance) $129.98

Scott Smith (fuel oil) $769.64

Total: $1883.58

**Next Meeting:** 3-16-2020