**Tappan Spaulding Library Board Meeting Minutes: 3-10-2024**

**Call to order:** 1715

**Present: Kirstie Hardenstine, Rachel Dufresne, Adriana Reyes, Betty D’Arcy, Erin Chapman**

**Village Representative: none**

**Guests:** Sarah Glogowski

**Old business**: We may need to file a whole 990. Joe can help with it. It is a board President responsibility to sign. Kirstie will talk to Pam about the deadline.

**New Business:** Sarah G. here to go over board member expectations and duties. Municipal libaries are public libraries Chartering is done throough teh state through the board of regents. Cant have fundraisers we have to raise money through a friends group. Discussed about an Annual Performance Evaluation of the Library Director. Monthly meetings with members group through ZOOM focused about specific topics (do not need to be a director) Votes or approval about finacials, policies, hiring and keeping the director position, programing, following standards. Policies and By Law that need to be reviewed every 5 years. Partnership with the schools and the community. Get the board members on the trustee listserve.

**Director Report:** see attached report

**Treasurer Report**: reviewed and accepted March Finacials

**Executive session: none**

**Adjourned**: 1851

**Approved Bills:** See director’s report

**Next Meeting Date and Time 4/21/24 1700**