

Baldwin Borough Public Library Board of Trustees Meeting

MINUTES

Meeting Date: January 19, 2017

Location: Baldwin Borough Public Library

Attendance	Staff/Guests	Absent
Paul Hayhurst Kelly Mossbauer Jesse Posset Michelle Miller Mike Fitzgerald Kevin Moder Quorum present	Jennifer Worley	Council Liaison

President Paul Hayhurst called the meeting to order at 7:01 pm.

There were no public comments on agenda items.

I. Action Items

- A. December Minutes – All agreed to amended December Minutes. J. Posset made the motion to accept the December minutes; second by K. Mossbauer. Motion approved unanimously.
- B. December Financials – P. Hayhurst made the motion to accept the February financials; second by K. Moder; Motion approved unanimously.
- C. Director’s Report
 - Monte Carlo night with the Kiwanis is scheduled for April 1, 2017.
- D. Policy Discussion –
 - a. MOTION: J. Posset made a motion to accept Policy #119 – Record Retention Policy; seconded by M. Fitzgerald; Motion approved unanimously.
 - b. MOTION: M. Miller made a motion to approve Access Record Destruction to shred old library documents; seconded by P. Hayhurst; Motion approved unanimously.
- E. New Board Member - Group discussion regarding the need for new Board Members. The Borough is putting an ad in the South Hills Record, and it will also be advertised via the website, social media and the newsletter. Members are encouraged to talk to potential candidates personally.

II. Other Business – none.

NEXT MEETING: Agenda Planning Meeting – Thursday, February 2, 2017
 Regular Board Meeting – Thursday, February 16, 2017

The meeting was adjourned at 8:30 pm on a motion by K. Mossbauer; seconded by M. Miller.
Motion approved unanimously.

Respectfully submitted,
Michelle Miller
Acting Secretary