



NEWBURGH
CHANDLER
PUBLIC LIBRARY

**Newburgh Chandler Public Library
Board of Trustees
Regular Monthly
Meeting
June 18, 2024**

Trustees Present: K. Bartelt, B. Bingham, J. Goth, S. McCool

Trustees Present via Zoom:

Trustees Absent: B. Mathis, A. Rhinefort, J. Sims

Staff Present: T. Smith, Director

Others Present:

In accordance with advertisement, the Newburgh Chandler Public Library Board met in a meeting scheduled later in the month due to not having a quorum at our regularly scheduled meeting at 5:00 p.m. at the Bell Road Library, J. Goth presiding.

- 1) **Minutes.** K. Bartelt made a motion to approve the May meeting minutes. B. Bingham seconded. Motion carried.
- 2) **General Public Forum.** None.
- 3) **Director's Report.** T. Smith went over her report to the board.
- 4) **Financial Report.** The May Financial Report was presented. B. Bingham made a motion to file the report for audit. K. Bartelt seconded the motion. Motion carried. A copy of the Financial Report is attached to the minutes in the office.
- 5) **Bills.** K. Bartelt moved to approve the bills in the amount of \$486,555.18. B. Bingham seconded the motion. Motion carried. A copy of the bills document is attached to the minutes in the office.
- 6) **Personnel Report.** B. Bingham made a motion to approve the personnel report. K. Bartelt seconded the motion. Motion carried.
- 7) **Approve Updated Circulation Policy.** K. Bartelt made a motion to approved the updated circulation policy. B. Bingham seconded the motion. Motion carried.
- 8) **Approve Supervisor Job Description.** B. Bingham made a motion to approve the supervisor job description. K. Bartelt seconded the motion. Motion carried.
- 9) **Approve Updated Personnel Policy.** K. Bartelt made a motion to approve the updated personnel policy with the approved date corrected at the bottom. B. Bingham seconded the motion. Motion carried.
- 10) **New Business:**
- 11) **Next meeting.** July 16, 2024 at 5 pm.
- 12) **Adjournment.** B. Bingham made a motion to adjourn. K. Bartelt seconded the motion. Meeting adjourned.

J. Goth, President



J. Sims, Vice President



B. Mathis, Treasurer



K. Bartelt, Secretary

B. Bingham, Member



A. Rhinefort, Member



S. McCool, Member