

Minutes for the Mason County Public Library Board of Trustees:

The Meeting was called to order at 4:15 PM on Tuesday, September 12th, 2023.

In attendance: Alexa Colemire, Grant Felice, Marilyn Commodore, Sarah Winter, David Hord, and Ellen Cartmell.

Public Comments: None

Secretary's Report: Minutes from the August 2023 meeting were read.

- Marilyn made a motion to approve the August 2023 minutes and Sarah seconded. Approved unanimously.

Treasurer's Report:

- Marilyn made a motion to approve the August 2023 Expenditures and Sarah seconded. Approved unanimously.
- Sarah made a motion to approve the July 2023 Financial Report and Marilyn seconded. Approved unanimously.

Director's Report: Director provided.

Regional Director's Report: Provided.

Committee Reports:

- **Buildings and Grounds**
 - **Picnic Shelter** – Discussed putting the request for bids in the paper again.
 - **Pickleball Court** – We are waiting for an estimate from T and K Paving.

Unfinished Business:

- None

New Business:

- Outreach Van Design – We discussed the different designs and will be giving Nikki May our feedback.
- Vending Machine- The library was approached by a vending machine company, the board reviewed the information and it was decided we will not have a vending machine.
- Marilyn made a motion to approve the Job Descriptions Policy and David seconded. Approved unanimously.
- Ellen made a motion to approve the Certification, Organization Chart, Workplace Accommodations and Orientation Policies and Marilyn Seconded. Approved unanimously.

Adjournment: Sarah made a motion to adjourn and Marilyn seconded the motion. Meeting adjourned at 5:21 PM.

Next Meeting: Tuesday, October 10th, 2023, at 4:15 PM