

Gowanda Free Library Board of Trustees
16 October 2020

The Board of Trustees of the Gowanda Free Library met Friday, October 16, 2020 in the library community room. The meeting was called to order by acting president Mindy Purdy at 3:45 PM. Trustees present were Mindy Purdy, Wendy Greco, Kim Warrior, and Evon Lloyd. Also present were Library Director, Hayley Wilkins; Library Clerk, Jacob Milius; and CCLS Executive Director Janice Dekoff. A quorum was present.

Motion carried to approve the minutes of the September 18, 2020 meeting.

Motion carried to receive the Treasurer's Report. Balance as of 9/30/2020 \$21,208.27

A brief review of the Lincoln Mutual Fund was made with the understanding that funds are withdrawn from the fund monthly and placed in the checking account. Further review will take place at the January meeting.

The board heard the reports from the director and clerk. It was agreed that a simple paper trail is all that is necessary for using money from the book sale to replenish petty cash.

Motion carried to adopt the Money Management Policy.

Motion carried to adopt the Volunteer Policy.

The Credit Card Policy was reviewed, revised and will be adopted at the November meeting.

Motion carried to adopt revised by-laws.

New Business items for information were the following: Consider donating a Mini-library and books to Amish Country; consider placing a computer in the community room; a Girl Scout Troup will be using the community room; and coverage options need to be determined for having the library open when the director is unable to be present.

A Personnel Policy will be drafted for review and adoption.

Motion carried to adjourn with the next meeting scheduled for November 20, 2020 at 3:30 PM at the library.

Respectfully Submitted,

Evon Lloyd
Secretary Pro Tem