

RED JACKET COMMUNITY LIBRARY



RJCL meeting minutes for
Wednesday, September 25, 2024 - 6:30 P.M.

1. **CALL TO ORDER**-President, Kerry Adams called the meeting to order at 6:30 PM.
2. **ROLL CALL** –Present: Kerry Adams, Celeste Andrews, Kathleen Honchen, Susan Johnson, Nancy Johnsen, Heather Baxter, Jordan Schneider, Mary Zingerella (guest), Theresa Schlosnagle (guest), Carl Perrson (guest). Unexcused absence-Amy Hart

3. **DISCUSSION WITH PUBLIC OR EMPLOYEES**

Public Comment - [Public Comment Policy](#)

~Friends annual meeting is on November 2, 2024 from 12-2 PM

4. **APPROVE MINUTES** from August 28, 2024 BOT meeting

A motion is made by Susan J. and Celeste A. to approve the minutes from the August 28, 2024 regular meeting. Motion Carried

5. **FINANCES AND EXPENDITURES**

TREASURER’S REPORT - J. Donahue

- August 2024 Report
- a. CLAIMS REVIEW REPORT - K. Honchen
 - [August 2024 Report](#)
 - a. CLAIMS AUDIT

Red Jacket Community Library

Unpaid Bills Abstract

As of: 9/9/2024

Audit #	Vendor Invoice #	Amount	Check#
514	Baker & Taylor 2038516991	\$ 77.54	
515	Baker & Taylor 2038480636	\$ 132.86	
516	Baker & Taylor 2038500392	\$ 205.16	
517	Baker & Taylor 2038500388	\$ 185.56	
518	Baker & Taylor 2038464293	\$ 123.46	
519	Baker & Taylor 2038464710	\$ 140.30	
520	Demco 7514302	\$ 147.04	
521	Quill 40106338	\$ 64.36	
522	Quill 40203838	\$ 181.37	
523	FNBO Visa	\$ 177.36	
524	FNBO Visa	\$ 1,273.86	

Total Unpaid Bills \$ 2,708.87

RED JACKET COMMUNITY LIBRARY



A motion is made by Heather B. and Nancy J. to authorize payment of \$2,708.87 for unpaid bills and approve \$3,139.39 for claims paid prior to board approval, which total \$5,848.26.

Motion Carried

6. **DIRECTOR'S REPORT** - J. Schneider

[September 2024 Report](#)

~ the FOIL Subject Matters list for the 24-25 fiscal year was tabled.

7. **COMMITTEE REPORTS**

- PERSONNEL - September report - No report
- FINANCE - September Report - No report
- FACILITIES - K. Adams
 - . September Report - [Facilities Report.docx](#)
 - . Richard Deys
- NOMINATING - August Report - No report
- POLICY/LRP - August Report - No report

8. **CORRESPONDENCE AND COMMUNICATION**

Regular October BOT Meeting: 10/23/24 at 6:30pm

9. **UNFINISHED BUSINESS**

Annual Sexual Harassment training

- Sexual Harassment Prevention Training Part 1
<https://www.youtube.com/watch?v=sL7LwBsV9bM>
- Sexual Harassment Prevention Training Part 2
<https://www.youtube.com/watch?v=1za7gs9S2H0>

10. **NEW BUSINESS**

Actively searching for a new trustee.

11. **ADJOURNMENT**

Proposed motion.

A motion is made by Kathleen H. and Celeste A. to adjourn the meeting at 7:42 PM.

Motion Carried.