Present: Johnson, MacNeill, Stauffer, Tabor, Yergler
Absent: Brown, Gentis, Ulfig

1. Call to Order: President John Stauffer called the meeting to order at 6:31 PM
2. Public Input: None
3. Consent Agenda: Johnson moved to accept the consent agenda. Tabor seconded the motion, which passed. The following items were approved and adopted:
   a. November 14, 2023 Board Meeting Minutes
   b. Librarian’s Report
   c. Treasurer’s Report
   d. November 2023 Register of Claims
4. December 1-12 Register of Claims: Tabor moved to accept the register of claims, which totaled $331,757.51. Yergler seconded the motion, which passed.
5. Correspondence: None
6. Staff Report – None
7. Committee Reports:
   a. Building – Nothing
   b. Budget – 1782 budget notice has been received, reviewed and signed. Cash flow statements for 2023 and 2024 were reviewed.
   c. Policy, By-Laws, and Insurance - Hours, Access, Board Meeting Participation, Circulation and Public Health policies were reviewed, with some minor adjustments proposed. Stauffer highlighted parts of chapter 8 of IN the Public Trust
   d. Public Awareness/Outreach - Library employee Christmas gifts have been addressed.
   e. Nominating - Nothing
   f. Director Evaluation – Nothing.
8. Unfinished Business: - Nothing
9. Personnel Updates: Tabor moved that Mateo Castro be hired for 9 hours per week at $11.19 per hour. Johnson seconded the motion which passed.
10. New Business:
    a. Tabor moved that the Cafeteria 125 Plan be approved. Johnson seconded the motion which passed.
    b. CD re-investment was discussed. Sarah will have rates and options from local institutions for next month’s meeting.
    c. The digital streaming platform Kanopy was discussed to be certain what was being offered at what cost. Tabor moved that Kanopy be tried out at the level of 5000 PPU (pay-per-use) level. Yergler seconded the motion which passed.
11. Director Updates:
Sarah presented some of the thoughts and ideas about updating the West side of the building to make it more usable, more appealing, and more obvious that the building is a library. The board agreed that Sarah should explore options, cost, and payment sources.

Library Closed:
   December 23-26
   January 1st

Community Meetings/Activities attended outside the library:
   Bluffton NOW! Board Meeting
   Bluffton NOW! Executive Meeting
   Chamber Board meeting
   Chamber Executive Meeting
   Chamber Citizen/Business of the year Meeting
   Chamber HR sub committee
   Rotary Meetings

Meeting Updates inside the library:
   We discussed anniversary books, Goal 2 for the Long Range Plan, staff review restructure, Policies.

Current Projects/Big Programs/News:
   Redoing the West side of the library (see above).

Friends of the Library Book sales
Next Book Sales will be:
   2024
   February 7-10, 2024 with Friends Only Sale on February 6th
   June 26-29, 2024 with Friends Only Sale on June 25th
   October 23-26, 2024 with Friends Only Sale on October 22nd

12. Round-Table - Nothing
13. Next Meeting – Tuesday January 8, 2024 @ 6:30 at Bluffton
14. Meeting was adjourned at 7:26 by Stauffer

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John Stauffer, President

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Stephen Tabor, Acting Secretary