

**Board of Trustees Minutes**  
**March 10, 2022**  
**Graves Hume Public Library**

**The Board of Trustees of the Graves Hume Public Library met at 7:03 pm. No visitors were present. Board members physically present were Nancy Jackson, Carolline Lewis, Martha Schmitt, and Library Director Emily Kofoid. Adriana Calamaco joined us via online.**

**Ms Jackson moved we accept the January board minutes. Seconded by Ms Lewis. Motion approved.**

**Ms Jackson moved we approve the January Treasurer's Report. Seconded by Ms Schmitt. Motion approved.**

**Ms Schmitt moved we approve the January Check Registry. Seconded by Ms Lewis. Motion approved.**

**Correspondence:**

**\*Thank you letter from Mr. Robert Wilhelm's family thanking the library for our kindness. Received \$1,300 from his estate.**

**Director's Report:**

**\*Staff is finalizing summer reading program planning.**

**\*Staff working with the schools to have the library attend end-of-year celebrations.**

**\*Pam Schmidt will be retiring in October 2022. Ms. Kofoid and Board are tasked with finding a new bookkeeper.**

**Committees:**

**\*Personnel and Policy: Ms. Kofoid will email committee members to set up a time to review policies before next meeting.**

**Old Business:**

**\*Fine Free Library. Board members were emailed previous loan policy to compare with the new policy. All looks well with the new policy. Board will vote at April's meeting. Fine Free will begin July 01, 2022.**

**New Business:**

**\*Board reviewed compilation and annual report from Echols & Associates. It was decided Echols did not need to attend a Board Meeting for further discussion. Mr. Kofoid will begin looking at other accounting firms for next year's compilation or audit.**

**No closed session was held.**

**\*Ms Schmitt moved we adjourn at 7:34 pm. Seconded by Ms Jackson. Motion approved**

**Respectfully submitted by Emily Kofoid (acting secretary)**

A handwritten signature in cursive script, appearing to read "Emily Kofoid". The signature is written in dark ink and is positioned below the typed name.