

BRADFORD AREA PUBLIC LIBRARY
Regular Monthly Board Meeting
November 21, 2022

I. Call to Order: Establish a Quorum

Meeting was called to order by President Amy Fox at 5:04. Dara was absent.

II. Consent Agenda

Lorna moved and Colette seconded a motion to accept the consent agenda.

III. Information Items A. Executive Director's Report

The executive director reported that programming is progressing well. The \$5000 from the McKean County Community Foundation came in and will cover the cost for the other 6 computers need for the Digital Literacy program. The teen grant is due on December 19th. Next Beckie brought up the need for tracking staff vacation time and performance and the lack of a PTO policy. Also the board was presented with a copy of the projected budget. There are some areas that need to be corrected.

B. Board President's Report

Amy asked for an update from Matt. He informed the board that the HVAC project is progressing.

IV. Board Approval

The board moved to accept Christmas bonuses for the staff and PTO and paid holidays for parttime staff.

V. Discussion

The focus of a discussion was on developing a PTO policy for the library. There is nothing in place at this time. Also the present IT company that the library uses is not meeting the needs of the library so other options were discussed. Another issue is the need for a program to track staff performance.

VI. Adjournment

Dan moved and Matt seconded adjourning the meeting.