Call to order: 6:23 PM
a. Roll Call: Barb Wickman, Lisa Sifit, Ann McCoy Harold, Vaughn Morris,
Brenda Marshall, Darcy Poletti
b. Additions or deletions to Agenda
   a. Addition of the first review of amended Child Safety Policy
      i. Ann motions to approve agenda and addition, seconded by Vaughn, all in favor

Old Business:
a. Minutes of January meeting
   a. Lisa motions to approve, seconded by Ann, all in favor
b. Monthly Treasurer's Report - Brenda
   a. Received bequest from a community member that passed away
   b. Closed account at TBK and moved money over to ColoTrust
   c. Ann motions to approve, seconded by Lisa, all in favor

New Business:
a. Public Comment: None
b. Director’s Report – Brenda
   a. Collaborating with Chamber of Commerce on their passport program and Lunch and Learn
   b. Had sewer inspection and planning subsequent repair
   c. Applied for e-Rate funding again - doubling internet speed in July
   d. Annual Report is finished
   e. Town linked to our community calendar on their website and promoted in their newsletter
   f. Workmans Comp audit finished
c. Slate of officers to appoint in March
   a. Brenda will speak with everyone about their plans
d. First review of Financial Management Policy
   a. Vaughn suggests to change the wording on the number of bids required to “Two or more proposals should be sought before being designated by director or assignee”
   b. Add content of Sole Source section to the final section of Bids and Quotations
e. First review of amended Children’s Use of the Library Policy
   a. Planning to give a packet of paperwork to all unattended children in the library for their parents to review. Will include the Children’s Use of the Library Policy and Code of Conduct
   b. Want to emphasize the fact that children are not supervised at the library unless in a registration-based program
c. Vaughn recommends double checking to make sure we are not legally liable for unattended children. Brenda to investigate.

Discussion Items:
   a. Board emails
      a. Created a general public facing “board@prlibrary.org” email address. Emails will go to both the board president and the director who will forward when necessary
      b. Brenda asks if Board would like to set up separate email addresses for Board correspondence
         i. Board decided to wait to discuss further

Action Items: None

Adjournment: 7:29pm

Next board meeting March 20, 2024 6:15