

**Weston County Library**  
**Board of Trustees Minutes**  
**November 22, 2013**

The meeting was called to order by Candy Driver-Ratigan at 11:33 a.m. followed by a moment of silence. Board members present were Candy Driver-Ratigan, Cathy Dunford, and Paul Holland. The Library Director Brenda Mahoney-Ayres and Upton Branch Manager Sherri Randall were also present.

**Minutes:** The minutes of the Oct. 25, 2013 were read. Cathy Dunford made a motion to accept the minutes as written. Paul Holland 2<sup>nd</sup>. Motion carried.

**Treasurer's Report:** Cathy Dunford gave the November Treasurer's report. Currently the library has spent 30.43% of budget for the year. Paul Holland moved to accept the report as presented. Cathy Driver-Ratigan 2<sup>nd</sup>. Motion passed.

**Director's Reports:** Director's reports were given and discussed.

**Foundation Report:** The basket auction is scheduled for May 2, 2014 in the evening. It is being planned for be at the Flying V. More details to be made available.

**Old Business:**

**Evaluation of Personnel:** The staff was directed to use the form that they felt most comfortable using. What form to use for salaried employees was tabled so more board members could give input.

**New Business:**

**Holiday:** Cathy Dunford moved that Upton have a ½ day holiday on Dec. 24 and that Newcastle would be open on Dec. 24 from 9 a.m. to 1 p.m. Paul Holland 2<sup>nd</sup>. The motion passed.

Humbly submitted,

Paul Holland  
Note Taker