

Library Board of Trustees Meeting
Meeting Minutes
Cape Charles Memorial Library
Wednesday, June 14, 2023
5:00 p.m.

Attendees: Chair-Richard Burger, Dianne Davis, Karen Mahaffy, Lisa Gomez, Cathy Fox, Andrew Folmer, Pat Tinkelman (Friends), Sharon Silvey

Call to Order - 5pm: Rich motioned to call meeting to order; Cathy seconded motion

Establishment of Quorum: Yes, 5 members present

Review and acceptance of the agenda: Dianne motioned to accept, Cathy seconded motion

Matters from the Public (3 mins each): none

Approving the May Minutes: Dianne motioned to accept minutes; Karen seconded motion

Library Managers Report (Sharon):

- Shared highlights, including fact that summer help (15 hours/week) has been hired
- Reviewed summer programs
- *Sharon will be reviewing meeting room policies for possible updating*

Old/Unfinished Business:

- Review of Library Board Bylaws as amended and approved by Town Council
- Library Board Retreat; *Reminder to choose your activities by August*
- Two vacancies to be filled

New Business:

- Acknowledgement of Service for retired Board Members
 - *Cathy will explore potential of plaques*

July Refreshments:

- *Sharon*

Action Items: *noted in red italics*

Adjournment – 5:24pm: Dianne motioned to adjourn meeting: Cathy seconded motion