

**City of New Plymouth
Armoral Tuttle Public Library Board Meeting
May 5, 2022, at 6:00 pm**

Call to Order and Introduction:

Aubri Sotutu called the meeting to order at 6:00 pm.

Roll Call:

Aubri Sotutu, Jane Brandel, Tara Conlee and Wendy Stoker. Pat Bodas was absent.

Consent Agenda: Action Item

All matters on the consent agenda are considered routine and may be approved in a single motion. A trustee may ask that an item be removed from the consent agenda and considered separately.

Library Board Minutes – April 7, 2022

Financial Report – March 2022 and April 2022 Financials

Library Report – April Library Reports

Aubri Sotutu motioned to accept the Consent Agenda. Motion passed.

Claims Approvals: Action Item

Payment of bills for \$1786.35

Aubri Sotutu moved to pay the Claims approval for April. Motion passed.

Old Business: Action Item

- No old business

New Business: Action Item

- Pronunciator training
 - Access is free thru Lili.org
 - 163 different languages
 - quizzes
 - practice
- Trustee manual (Pages: 63-69)
 - Changes to the library need to be brought to the board and require a quorum.
 - The Library director is required to be at all meetings.
 - Trustees rotate leadership responsibilities.

- If you are unable to attend the meeting let the library director know as soon as possible.
- Board keeps archival board minutes for the lifetime of the library.
- Pitfalls
 - Wandering board
 - Hurried board
- Guidelines
 - Agenda created by the library director
 - The Board packet is emailed to the board prior to the meeting.
- To begin meeting
 - Call to order
 - Roll call
 - Approval of agenda

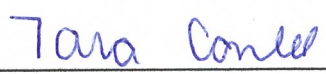
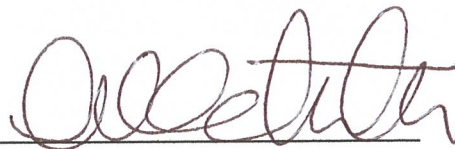
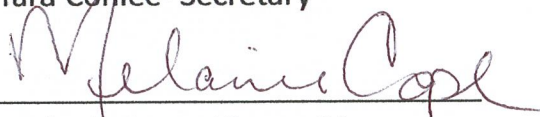
Announcements:

- Mayor York has given the go-ahead to find an architect for the new building.
- Steve Trout with Trout Architecture will reach out to find a day he could come look at the building.
- Donations in the amount of \$27.05 for the library expansion.
- Friends of the Library book sale made \$366 at the Spring Bazaar.

Library Liaison/City Council notes

- Not present and nothing new to report

Adjournment: Aubri Sotutu adjourned the meeting at 6:52 pm.

 <hr/> Tara Conlee- Secretary	 <hr/> Aubri Sotutu- Board President
 <hr/> Melanie Cope- Library Director	

