**Jackson County Public Library**

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**Jackson County Public Library**

**Board of Trustees Meeting Minutes**

**October 8, 2021**

**(September 2021 Meeting Rescheduled)**

**Ripley, WV 25271**

1. **Call to Order:**

Katrena Ramsey called the meeting to order at 4:20 pm.

Present: Denise Toler (by phone), Katrena Ramsey, Savanna Whited, Carla Long, Angela Howard, Justino Mendez

1. **Consent Agenda:**

Katrena Ramsey made a motion to approve the consent agenda. Denise Toler 2nd the motion. Motion passed.

1. **Public Forum:**

None.

1. **Old Business:** 
   1. New Maintenance Contract

Katrena Ramsey moved to cancel the verbal maintenance contract with the Wright Co. due to financial restrictions. Denise Toler 2nd the motion. Motion Passed.

* 1. **Annual Audit**

Katrena Ramsey moved to use Bill Cadle for the audit contract. Savanna Whited 2nd the motion. Motion passed.

* 1. **Life Insurance**

Katrena Ramsey moved to approve the life insurance proposal for staff. Savanna Whited 2nd the motion. Motion passed.

1. **New Business:**
   1. **Offering online magazines**

Katrena Ramsey moved to not participate in the offering of online magazines. Savanna Whited 2nd the motion. Motion passed.

* 1. **Becoming a passport acceptance facility**

Denise Toler moved to proceed in becoming a passport acceptance facility. Katrena Ramsey 2nd the motion. Motion passed.

* 1. **Carpet Cleaning**

Katrena Ramsey to use the Miracle Carpet Cleaning for both branches. Savanna Whited 2nd the motion. Motion passed.

* 1. **Direct deposit of payroll checks**

Katrena Ramsey moved to approve direct deposit of payroll checks for staff. Denise Toler 2nd the motion. Motion passed.

* 1. **Endowments**

Savanna Whited made a motion to have all the endowments moved into separate accounts. Katrena Ramsey 2nd the motion. Motion passed.

* 1. **Executive Session**

Katrena Ramsey moved that the board go into executive session. Savanna Whited 2nd the motion. Motion passed.

Katrena Ramsey moved to leave executive session. Denise Toler 2nd the motion. Motion passed.

1. **Adjourn:**

Katrena Ramsey moved to adjourn at 5:21pm

Denise Toler 2nd the motion. Motion passed

1. **Public Comments**

None

Next meeting on Thursday, October 28, 2021 at 6:30pm at the Ravenswood Branch.

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Suzy McGinley Savanna Whited

Board President Secretary