

KELLOGG-HUBBARD LIBRARY

Established 1894

135 Main Street, Montpelier, VT 05602

802-223-3338 www.kellogghubbard.org

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Policy Committee Minutes

Friday, May 12, 2023

Via Zoom

1. Meeting called to order at 5:11 pm. Members present: Dan Greene, chair; Sue Zeller, trustee; Carolyn Brennan, library administrator. Members absent: Ed Fox, trustee
2. Agenda approved by consent with date correction for November 03, 2022 minutes.
3. Sue made a motion to approve the minutes of the November 3, 2022 and February 9, 2023 meetings with a second from Dan. Motion carried.
4. The committee reviewed draft changes to the *Gift Acceptance Policy* and *Financial Oversight Policy* as-suggested by the Finance Committee. Sue moved that both policies be advanced to the full board for a vote with a second from Dan. Motion carried.
5. Committee noted that for the next meeting, in support of the strategic plan, they would review and edit the *Materials Selection Policy*. Carolyn will send the draft of the policy to the committee.
6. Sue suggested that the committee set a standing meeting date and the committee agreed upon the first Tuesday of each month at 5 pm. The next meeting was set for Tuesday June 6th at 5 pm via Zoom.
7. No other business
8. Meeting adjourned at 5:34 pm.