

**Carnegie Public Library of Steuben County
Board of Trustees
Minutes of the February 10, 2025, Meeting**

President Gentry called the meeting to order at 4:00 p.m. Board members in attendance were Laurie Gentry, Travis Heavin, Jeanine Samuelson, and new member Bert Schulz. Also attending was Director Sonya Dorris. Laurie Travis Heavin offered, and Jeanine Samuelson seconded, a motion to approve the minutes. The motion carried.

Appropriations and Financial Reports

Sonya Dorris presented the January appropriation and financial reports (copies attached). Following a discussion, Travis Heavin moved to accept the reports, with Gay Kirkton seconding the motion, which was approved.

Old Business

- A. The board discussed options for additional proposals for adding secure doors to the Reference Department.

- B. Sonya Dorris presented the Library of Things policy. It has been reviewed for potential legal issues. After some discussion, Travis Heavin moved to approve the policy. Bert Schulz seconded the motion, and the policy was approved.

New Business

- A. Sonya Dorris presented the resolution to pay bills with prior approval that the board approves annually. Travis moved to pass the resolution; Gay Kirkton seconded the motion. The motion carried.

- B. The board reviewed the Patron Code of Conduct policy. It was decided to add language preventing smoking or vaping on library property. Gay Kirkton moved to approve the revision to the policy, Jeanine Samuelson seconded the motion, and the motion was approved.

Director's Report

The director's report is attached. Jeanine Samuelson moved to accept the report, Gay Kirkton offered and second, and the motion passed.

Travis Heavin moved to adjourn the meeting with Jeanine Samuelson offering a second, the motion carried.