1. Opening of Meeting

A. Call to order

Mr. Peter Tassinari, Vice President, presided and called the meeting to order at 6:00 p.m.

B. Determination of a quorum

Members present:

Mr. Peter Tassinari  
Dr. Melissa Batchelor  
Mr. Dan St. Peters  
Ms. Kim Shoemaker  

Vice President  
Secretary  
Trustee  
Trustee

Members Absent:

Mr. Kevin Botterbush  
Mrs. Karen McAtee  
Mrs. Mary Lou DeGrand Watson  

President  
Treasurer  
Trustee  

Arrived later  
Excused  
Excused

Others present:

Ms. Bernadette Duvernoy  
Ms. Sue Hardin  

Executive Director – THPLD  
CFO / Asst. Dir. of HR – THPLD

C. Recognition of visitors to the meeting

Mr. Tassinari acknowledged that no visitors were in attendance.

D. Approval of agenda and requested changes to consent items

A motion was made by Mr. St. Peters, seconded by Dr. Batchelor, to approve the agenda. There were no changes to the consent items.
A roll call vote was taken:

Batchelor       Yes
Botterbush      Absent
McAtee          Absent
St. Peters      Yes
Shoemaker       Yes
Tassinari       Yes
Watson          Absent

Motion carried.

2. **Open forum**

Mr. Tassinari acknowledged that no “Request to be Heard” forms had been submitted.

3. **Approval of Consent items**

A motion was made by Mr. St. Peters, seconded by Ms. Shoemaker, to approve the consent items as follows:

A. Approval of the minutes of the closed session conducted on July 26, 2018;
B. Approval of the minutes of the Public Hearing conducted on August 23, 2018;
C. Approval of the minutes of the regular meeting conducted on August 23, 2018;
D. Approval of the bill lists for the periods ending August 10, 2018 and August 24, 2018 payable on the same dates;

A roll call vote was taken:

Batchelor       Yes
Botterbush      Absent
McAtee          Absent
St. Peters      Yes
Shoemaker       Yes
Tassinari       Yes
Watson          Absent

Motion carried.

**Mr. Botterbush arrived at 6:03 p.m and assumed leadership of the meeting.**
4. **Committees**

A. **Board Policy Development**
   No meeting; no report

B. **Building & Equipment**
   No meeting; no report

C. **Finance & Insurance**
   No meeting; no report

D. **Personnel**
   No meeting; no report

5. **Policies**

A motion was made by Dr. Batchelor, seconded by Mr. Tassinari, to approve the following annual policy ordinances for FY 2019:

18-6  Behavior Policy  
18-7  Collection Development Policy  
18-8  Disaster Preparedness Policy  
18-9  Electronic Resources Acceptable Use Policy  
18-10 Genealogy & Local History Policy  
18-11 Interlibrary Loan Policy  
18-12 Investment Policy  
18-13 Operations Policy  
18-14 Volunteer Policy  
18-15 Personnel Policy  
18-16 Sex Offender Policy  
18-17 Ethics Policy  
18-18 Fundraising Policy  
18-19 Security Camera Policy  

A roll call vote was taken:

<table>
<thead>
<tr>
<th>Name</th>
<th>Vote</th>
</tr>
</thead>
<tbody>
<tr>
<td>Batchelor</td>
<td>Yes</td>
</tr>
<tr>
<td>Botterbush</td>
<td>Yes</td>
</tr>
<tr>
<td>McAtee</td>
<td>Absent</td>
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<tr>
<td>St. Peters</td>
<td>Yes</td>
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<tr>
<td>Shoemaker</td>
<td>Yes</td>
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<tr>
<td>Tassinari</td>
<td>Yes</td>
</tr>
<tr>
<td>Watson</td>
<td>Absent</td>
</tr>
</tbody>
</table>

Motion carried.
6. **Director’s Report**

Ms. Duvernoy did not have any additions to the written report previously submitted to the Board. She discussed the FY2019 Per Capita Grant requirement that Trustees review chapters 6-10 of the “Trustee Facts File Third Edition.” She encouraged all trustees to complete their review prior to the October meeting.

7. **General Discussion**

There was no general discussion.

8. **Adjournment**

There being no further business, the meeting was adjourned at 6:07 p.m.

Approved by THPLD board action on **October 25, 2018**.

Melissa Batchelor, Secretary