1. **Opening of Meeting**

   A. **Call to order**

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

   B. **Determination of a quorum**

   Members present:

   Mr. David Schmalbeck  
   Mr. Kevin Botterbush  
   Mrs. Melissa Batchelor  
   Dr. Kevin Chapel  
   Ms. Mary Lou DeGrand Watson

   Vice President  
   Secretary  
   Trustee  
   Trustee  
   Trustee

   Member absent:

   Mr. Dan St. Peters  
   Mrs. Karen McAtee

   President  
   Treasurer

   Others present:

   Ms. Bernadette Duvernay  
   Ms. Sue Hardin

   Executive Director - THPLD  
   CFO & Asst Dir - HR -- THPLD

   C. **Recognition of visitors to the meeting**

   There were no visitors in attendance.

   D. **Approval of agenda and requested changes to consent items**

   A motion was made by Mrs. Watson seconded by Mr. Botterbush, to approve the agenda. There were no requested changes to consent items.
A roll call vote was taken:

Batchelor    Yes
Botterbush   Yes
Chapel       Yes
McAtee       Absent
St. Peters   Absent
Schmalbeck   Yes
Watson       Yes

Motion carried.

2. **Open forum**

Mr. Schmalbeck acknowledged that no "Request to be Heard" forms had been submitted.

3. **Approval of Consent items**

A motion was made by Mrs. Batchelor, seconded by Mr. Botterbush, to approve the consent items as follows:

A. Approval of the minutes of the regular meeting conducted on November 21, 2013;
B. Approval of the minutes of the special meeting conducted on December 9, 2013;
C. Approval of the bill lists for the periods ending November 8, 2013 and November 22, 2013, payable on the same dates;
D. Approval of the bill lists for the periods ending December 6, 2013 and December 20, 2013, payable on the same dates;
E. Approval of the Financial Statements for the months ending November 30, 2013 and December 31, 2013.

A roll call vote was taken:

Batchelor    Yes
Botterbush   Yes
Chapel       Yes
McAtee       Absent
St. Peters   Absent
Schmalbeck   Yes
Watson       Yes

Motion carried.
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. **Personnel Policy**
   A motion was made by Mrs. Batchelor, seconded by Dr. Chapel, to update the Personnel Policy Manual to reflect that all library locations will be closed for staff development day on an unspecified day in the month of April.

   A roll call vote was taken:

<table>
<thead>
<tr>
<th>Location</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>Chapel</td>
<td>Yes</td>
</tr>
<tr>
<td>McAtee</td>
<td>Absent</td>
</tr>
<tr>
<td>St. Peters</td>
<td>Absent</td>
</tr>
<tr>
<td>Schmalbeck</td>
<td>Yes</td>
</tr>
<tr>
<td>Watson</td>
<td>Yes</td>
</tr>
</tbody>
</table>

   Motion carried.

6. **Director’s Report**

   In addition to the written report submitted previously, Ms. Duvernoy also briefly touched on the following topics:
   - Leak in Non-Print area of Downtown Library
   - Need for roof replacement estimate on Friends of Hayner Library building
   - iPad Air Raffle & WBGZ remote broadcast
   - Inability to obtain health insurance projections for budgeting purposes
   - Hudson Building renovation post-sale
   - Telegraph article featuring Ms. Duvernoy

7. **General Discussion**

   Ms. Duvernoy added that the new editor of The Telegraph, Bob Strickley, has visited Hayner and wishes to conduct “Talk to the Editor” sessions at the library once a month to meet with members of the public.
8. **Adjournment**

There being no further business, the meeting was adjourned at 6:05 p.m.

Approved by HPLD board action on **February 27, 2014**.

[Signature]

Kevin Botterbush, Secretary