

**Phoenicia Library Board of Trustees**  
**Minutes from Library Board Meeting on Nov. 16, 2023**  
Minutes prepared by Holly George-Warren

**Present:** Bernard Handzel, Holly George-Warren, Sandy Hyun, Becca Frank, Bethia Waterman, and Director Liz Potter

Motion to approve agenda by Bernie, seconded by Becca; all in favor.

Motion to approve the minutes from Oct. meeting by Bernie, seconded by Sandy. All in favor.

**ACTION ITEM:**

Bernie made a motion to approve James Chansky @ \$27.50 per hour as a new hire for cleaning & handiwork, seconded by Bethia. All in favor.

**ACTION ITEM:**

Bernie made a motion that the staff be given a year-end retention bonus of \$250 each for those staffers who've worked longer than 2 months, and \$50 each for those who've worked less than 2 months; seconded by Becca. All in favor.

**Director's Report:**

We'll be doing an annual appeal via snail mail and online.

**Treasurer's Report:**

Becca sent the treasurer's report. We discussed investing in CDs.

**New Business:** Holly will be tending the Phoenicia Library booth at the Phoenicia holiday event at the Parish Hall on Dec. 2, giving out free books and doing crafts.

**Unfinished Business:** None

**Friends of the Library:** None

**Public Comment:** None

**Next meeting date: Dec. 21, 2023 at 6:00.**

The meeting was adjourned at 6:05 pm on a motion by Bernie, seconded by Sandy; all in favor.