

# **Salem Township Library Board Minutes**

## **November 20, 2025**

Attending: Rebecca, Ashley, Connie, Lydia, Amber, Joy  
Library Director: Lisa  
Assistant Library Director: Naomi

Rebecca called the meeting to order at 6:01 PM.

Discussion concerning Library Board Officer positions.

Joy nominated Amber to be president; seconded by Ashley. All ayes.

Rebecca nominated Lydia to be secretary; seconded by Amber. All ayes.

Lydia nominated Rebecca to be treasurer; seconded by Joy. All ayes.

New roles shall begin in January 2026.

Amber made a motion to approve the agenda; seconded by Ashley. All ayes.

Public comment: We were joined by all of the Salem Township Library staff to discuss recent events and a request for clarity and unity on procedure methods. All were in agreement that patrons are the top priority. We as a board appreciate the opportunity to explore each issue and discover solutions going forward.

Motion made by Lydia to schedule meetings throughout the next month to include two board members with the director and one staff member at a time. Meetings should be 30-60 minutes in length to discuss concerns and solutions going forward; seconded by Amber. All ayes.

Motion made by Lydia to add policy update of annual director review to include staff input; seconded by Joy. All ayes.

Motion made by Ashley to approve meeting minutes from September 18 and October 30, pending correction of date listed for the October meeting; seconded by Lydia. All ayes.

No board correspondence.

Ashley shared the treasurer's report. Discussion concerning Marissa's grant and computer consulting one time costs.

Motion made to approve the financial report made by Joy; seconded by Amber. All ayes.

Director's Report: Lisa applied and was accepted for a 2-day workshop in February. Details concerning upcoming audit with township office and fire department. Concrete repair is scheduled for March 23, 2026. Caution tape will be applied as a safety measure.

Motion made by Amber for approval of Program Room Policy for patron use; seconded by Joy. All ayes.

Motion made by Ashley for approval of 2026 Library Board Meeting Dates; seconded by Lydia. All ayes.

Policy Review: Motion made by Amber for approval of STL Employee Manual Chapter 7; seconded by Ashley. All ayes.

Positive Patron Interaction: One patron shared they love the quietness of the library and the adjacent park. Another young patron, after discovering children's audiobooks, stated, "Sit down, mom. It's going to be awhile."

Public Comment: None.

Motion made by Ashley to adjourn the meeting; seconded by Lydia. All ayes.

Next meeting: January 15, 2026 at 6 PM.