



Board of Trustees Regular Board Meeting Minutes

January 28, 2025 - 6:45 p.m. – 21st Century Conference Room

Call to Order:

Secretary Ann Marie Jinkins called the meeting to order at 6:39 p.m.

Present:

Donna Riha, Ann Marie Jinkins, Ken Berger, Michelle Forster, Karen Lane, and Karl Schmitt.

Also Present:

Sue Stevens, Library Director, and Rebecca Mundell, Business Manager.

Absent:

Jo Anne Sandman

Pledge of Allegiance

Approval of the Agenda

Michelle F. motioned to approve the agenda. Second: Karen L. Motion carried.

Public Comments—None

Board of Trustees – Appointment

Karl Schmitt took the oath of office, replacing Kris Olson on the Board of Trustees.

Secretary's Report

Ann Marie J. motioned to approve the minutes of the November 26, 2024, regular board meeting. Second: Karen L. Motion carried.

Treasurer's Report

Donna R. motioned to approve the November and December, 2024, bills for payment and submit the November and December, 2024, financial report for audit. Second: Ken B. Motion carried.

Director's Report

- Sue reviewed the policy for banning a patron from computer use.
- The 1992 boiler pump failed and must be replaced, probably the week of Feb. 3.

- The outdoor sign is malfunctioning. While insurance covered the replacement of the frame two years ago, the sign itself is 13 years old and should be replaced if not fixable.
- Staff and volunteers are preparing for the upcoming Mini Golf and Silent Auction on February 22 and 23.
- Sue is interested in obtaining a Human Resources certification.
- Staff and board members will visit Byron Public Library's makerspace on February 11. Staff members are preparing wish list items to share with the Friends of the Library.

Unfinished Business

- The board discussed Fund Balance Policy options with examples from other libraries.
- The board discussed Capital Asset Policy options with examples from other libraries.
- The board discussed Strategic Plan annual updates.

New Business

- Karl S. motioned to accept and place on file the first six months of Expenses and Receipts for FY 2024-2025. Second: Donna R. Motion carried.

Adjournment

Karen L. motioned to adjourn. Second: Michelle F. Motion carried. The meeting was adjourned at 7:57 p.m.

Next Meeting:

February 25, 2025; 6:45 p.m.