



Board of Trustees Regular Board Meeting Minutes

November 26, 2024 - 6:45 p.m. – Youth Services Programming Room

Call to Order:

President Kris Olson called the meeting to order at 6:46 p.m.

Present:

Kris Olson, Jo Anne Sandman, Donna Riha, Ann Marie Jenkins, Ken Berger, and Michelle Forster.

Also Present:

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

Absent:

Karen Lane

Pledge of Allegiance

Approval of the Agenda

Jo Anne S. motioned to approve the agenda. Second: Michelle F. Motion carried.

Public Comments—None

Finance:

- Jen Martinson of Lauterbach & Amen presented the annual audit review via video conferencing.
- Ken B. motioned to approve the 2023-2024 Audit. Second: Michelle F. Motion carried.

Secretary's Report

Ann Marie J. motioned to approve the minutes of the October 22, 2024, regular board meeting. Second: Ken B. Motion carried.

Treasurer's Report

Donna R. motioned to approve the October, 2024, bills for payment and submit the October, 2024, financial report for audit. Second: Ann Marie J. Motion carried.

Director's Report

- The annual per capita report and application will be submitted in early January.
- A holiday get together for staff is planned for Thursday, December 19 at noon.
- Fall cleanup is complete and Andy's Landscaping has been chosen for snow removal after the review of five bids.
- Staff is researching a POS system to coincide with the opening of the makerspace next year, which would also be useful for library gift cards.
- More than 120 people visited the Glow Show art gallery in Youth Services.

Unfinished Business

- Sue S. and Rebecca M. reported on the visits to three suburban libraries' makerspaces. Donna R. motioned to approve continuing with the makerspace construction plan and selecting a project manager. Second: Jo Anne S. Motion carried.
- Ann Marie J. motioned to approve the 2024-2025 Levy Ordinance. Second: Jo Anne S. Motion carried.

New Business

- Donna R. motioned to approve the "Truth in Taxation" statement. Second: Michelle F. Motion carried.
- Donna R. motioned to approve the Resolution to Determine Estimate of Funds Needed by Taxation. Second: Michelle F. Motion carried.
- Jo Anne S. motioned to approve the Annual Statement of Cash Receipts and Disbursements for FY 2023-2024. Second: Ken B. Motion carried.
- President Kris Olson announced that she will leave the Board of Trustees at the end of the year. Karl Schmidt will be sworn in to replace her in January.
- Vice President Jo Anne Sandman announced that she will not run for reelection in April.

Adjournment

Ken B. motioned to adjourn. Second: Ann Marie J. Motion carried. The meeting was adjourned at 8:32 p.m.

Next Meeting: January 28, 2025; 6:45 p.m.