



Meeting Minutes Board of Trustees

March 28, 2024 | 6:30pm | In Person

Trustees:

PRESENT

Heidi Carvin

Nicole Cummings
Teri Ellefson
Cathy Goray
Ellen Hossman
Gary Neuenschwander

Bobbie Thomas

ABSENT

Stacy Cavanaugh

John Tabaka

Staff:

PRESENT

Suzann Holland
Jeff Pond

ABSENT

Laura Schmiedicke
Janel Keizer

Call to Order:

President Cummings called the regular meeting of the Monroe Public Library Board of Trustees to order at 6:30pm with a quorum present.

Approval of Agenda:

Trustee Thomas made a motion to approve the agenda. The motion carried.

Public Comment:

None.

Board Correspondence:

None.

Approval of Minutes:

Trustee Goray made a motion to approve the minutes of the February meeting as presented. The motion carried.

Director's Report:

The Director's Report, including the department updates, was reviewed and discussion was held. Janel's transition to her new position is going very well. About 2500 visited the 2nd floor in the first 9 days.

Friends Group Report:

The group is reviewing scholarship applications.

Financial Review:

The financial reports were reviewed with the following balances at the end of February:

- The LGIP account balance was reported at \$601,849.72.
- The MPL Gift & Special Fund account balance was reported at \$153,765.05.
- The SCLS Foundation report balance was reported at \$337,064.87.
- The list of invoices was distributed.

The list of invoices and budget report was unavailable. Suzann will send them out via email.

Unfinished Business: Update on Building Project

On the first floor, the new stairs are done, colored aluminum is not in yet, the bathrooms are done. Things are moving very quickly now, with many questions and quick decisions. The furnishing and shelving bids are coming in. Existing furniture will have a warranty replacement of defective vinyl, but the reupholstery cost must be paid by us. Our in-house moving team has relocated over 40,000 books. The new teen area is proving to be a great space.

New Business: Review of *Policy on Exam Proctoring*

Suzann was asked about how many tests are proctored in a year and replied about 20. Trustee Hossman made a motion to affirm the policy. The motion carried.

New Business: Review of *Fee Schedule*

Trustee Thomas made a motion to affirm the fee schedule. The motion carried.

New Business: Affirmation of By-laws

As no changes were recommended, the trustees can vote to affirm. Trustee Carvin made a motion to affirm the by-laws. The motion carried.

Business from Trustees and Future Agenda Items:

Trustee Thomas shared that she used homebound delivery while recovering from surgery. The next scheduled meeting is 6:30pm on Thursday, April 25.

Adjournment:

Trustee Hossman made a motion to adjourn at 7:04 pm.