

Board Minutes

June 18, 2024

Present: Lenger, Boge, Reuter, Joyce, Burk

Not Present: Smith, Waggoner, Schneider, Coenen

Approval of Agenda: Moved by Lenger, seconded by Boge. All aye.

Correspondence: none

Public Comment: none

Minutes: Motion to approve the minutes of the May 21, 2024 meeting. Moved to accept by Reuter, second by Boge. All aye.

Financial Reports:

Accounts Payable:

We paid several database and other renewals as the fiscal year ends, including Book Page, Newsbank, and Mango. Pcard purchases are not reflected here as that cycle has not closed as of the board meeting. Programming payments include shred bin costs. We paid Managed Solutions for new computers and ByWater for code development.

Motion to accept accounts payable by Reuter, seconded by Joyce. All aye.

Account Balance:

We did not receive a lot of income in May, as expected. The Friends donated the cost of our Ancestry subscription. We received grant funds for summer reading expenses. We've received just under our budgeted income for the year and will not have to use as much of our reserves as budgeted. Personnel expenses are at 83% at the end of May due to staffing shortages and lower-than-expected insurance costs. Operational expenses are at 104%, but that overage is more than offset by personnel savings, putting us at 89% expended overall.

Motion to accept by Joyce, seconded by Lenger. All aye.

Director's Report:

This month we were busy with Summer Reading. Amanda and Andrew met with the library director at Divine Word College to discuss our program to give all DWC students cards. The program has not been used extensively, but plans are underway to promote use. Meetings continue for the Farley library project; purchase of the building is expected 7/6/24. Kathy, our Asbury clerk, is leaving. We've received many applications for the position. We've had preliminary interviews for the children's librarian position and will schedule two second



interviews. We've had to order more Summer Reading logs due to high participation. Summer Reading programs have been very well attended. Amanda attended the Holy Cross City Council meeting. Amanda will be at the ALA Annual Conference and then on vacation.

Report of Committees:

Farley: Funding for the purchase of the building is largely secured. The city has broadly indicated that the citizens interested in a library will have influence on the project commensurate with their fundraising success. Details have been defined for naming rights based on donations. FEH has laid out possible next steps and costs thereof, including preparation of schematic drawings and other technical documents to meet code requirements and to more clearly define the potential project budget for grant-writing purposes.

Unfinished Business: None

New Business:

Election of Officers: Motion from the nominating committee to name Smith as Chair and retain Lenger as Vice-Chair for FY25. Second by Joyce. All aye.

Assistant Director Compensation: Motion by Reuter to approve a 6% increase for the assistant director, effective on their anniversary. Second by Joyce. All aye.

Adjournment: Meeting adjourned at 6:23 PM.

Next Meeting – Tuesday, July 16, 2024, 5:30 PM at Asbury Branch.