



# Board of Trustees

Meeting Minutes for

September 18, 2024

**1. Call to Order:** President St.Myers called the meeting of the McMillan Library Board of Trustees to order at 5:00p.m.

**2. Roll Call:**

**Board Members:**

Andrea Galván	Evan O'Day	Elizabeth St.Myers
Dennis Martin	Karen Schill	Emily Kent
Ryan Austin	Ron Rasmussen- arrived @ 5:02	Susan Feith
William Clendenning	<del>Scott Kellogg</del> —excused	<del>Conni O'Keefe</del> —excused

**Administration:** Katherine Elchert, Library Director; Claire Parrish, Assistant Director

**Others in Attendance:** Kevin Fangman, patron; Colin McGinnis, librarian

**3. Open Meetings Declaration:** President St.Myers established that this was a public meeting and appropriate public notice with Zoom access was given.

**4. Approval of Previous Minutes**

**Motion by W. Clendenning to approve minutes of the August 21, 2024 meeting and August 29, 2024 Special Board Meeting, second by A. Galván. Motion carried unanimously.**

**5. Treasurer's Report**

**a. Monthly Finance Reports:** August bills were .09 cents off, transposition of SCLS payment which should have been \$45.89 and was \$45.98; September bills: \$36,685.09

**b. Payment of the Bills**

**Motion by W. Clendenning to approve the bills at \$36,685.09, second by K. Schill. Motion carried unanimously.**

**6. Director's Report**

**a. Library Use and Events:** Elchert reviewed: changed location of bike racks, locks available for checkout; crosswalk art complete; Staff Development Day October 11th; 1000 Books Before Kindergarten has launched; Lena Start is being hosted at the library

**b. Statistics:** Elchert reviewed

**c. Miscellaneous:** N/A

**d. Meet the Board:** Colin, Adult Services Librarian

**7. Committee Reports**

**a. Services Committee:** No meeting



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**b. Buildings & Grounds Committee:** Chair Austin shared updates; discussed elevator RFP, need to have a design first, then put out RFP for contractor; recommendation from committee to approach Jewell Engineering to design the specifications for project; E. grand to start first week of October;

**Motion by S. Feith to solicit Jewell Engineering for work needed to create an RFP, second by D. Martin. Motion carried unanimously.**

**c. Finance Committee:** policies in development; petty cash update

**d. Personnel Committee:** No meeting

## 8. Old Business

**a. 2025 Budget:** Finance Director Desorcy sent updated staff wage/benefit numbers for 2025 budget, increase of \$81,000, Elchert recommends increasing the property tax as by \$81k, still coming in with less than 2023 appropriation,

**Motion by R. Rasmussen to approve the amended 2025 proposed budget at \$1,925,445, second by S. Feith. Motion carried unanimously.**

**b. 2024 Facility Updates:** discussed in B&G

## 9. New Business

**a. Solar Panel Public Update:** letter reviewed

**Motion by R. Rasmussen to provide the solar panel update to the public after striking the last sentence, second by K. Schill. Motion carried unanimously.**

**b. Board Member Chromebooks:** will be purchasing them for any interested board members

## 10. Information Requests

- Update in monthly director's report on how solar is doing

## 11. Items for Next Agenda

- Update from Jewell

## 12. Adjournment

**Motion by W. Clendenning to adjourn, second by E. O'Day . Motion carried unanimously**

**Meeting adjourned by President St. Myers at 6:14pm.**

**Respectfully Submitted: Claire Parrish, Assistant Director**