

Board of Trustees Meeting

Agenda – Tuesday, November 22nd, 2022

In Attendance: *Sarah Sechrist (Board President), John Fraunfelter, Debbie Worrell, Carolyn Bauerle (Virtual), Diane Schwab-Sullivan, Trista Oxenreider (Board Treasurer), Sarah Bair (Library Director), Aislinn Staaby (Guest)*

I. Call to Order

- a. Call to order @ 6:34pm

II. Check-In and Welcome to Guests and Friends

- a. Introductions of board members and guest
- b. Welcome to Aislinn Staaby, potential board member

III. Approval of October Minutes

- a. Several adjustments made for name corrections, line items to reflect correct approvals, elaborated on open trustee position
- b. Motion to approve – Trista 1st, Carolyn 2nd – APPROVED

IV. Good News/Brag Moments

- a. Halloween programming was very successful with the Halloween Party for youth and author visit. Dolores made connections with several parents during the event to get feedback on needs for future programming
- b. 350 in attendance for “door count” during Halloween Community Trick-Or-Treating
- c. Trista and Carolyn provided update on Raffle status \$474 raised with several more weeks left to do and expectation to hit and exceed the anticipated budget
- d. Recognition and appreciation to Carolyn Bauerle, Danell Schoemaker, and Trista Oxenreider for their years of service and contributions to the Board and Library. This is their final meeting as Board Members as current terms are ending.

V. Correspondence

- a. 15 Thank You notes to send out since the last meeting
- b. Banner program – Corey Pfeiffer is the sponsor for December, all months were filled throughout the year
- c. Plan for future celebration for sponsors, donors, longtime patrons

VI. Open Forum for Guests and Friends

VII. Directors Report (Sarah B.)

- a. Copy of Director’s report was provided to Board that provided upcoming events, library updates, and system/district updates
- b. Children’s Attendance for 2022 was 100% in person attendance
- c. Circulation numbers are doing very well – on par to meet and potentially exceed the anticipated circulation numbers for the year

- d. Cookies for Holiday celebration to be donated by Boyer's
- e. Dolores has a proposal for social media – involving Library Staff and Board Members to share favorite book/favorite childhood book
- f. New grant opportunity was shared “Play and Grow” to be worked on by Dolores and Sarah B. to be submitted on December 2nd
- g. Treasurer laptop will be purchased and set up with Systems IT department
- h. Plan for State Aid was approved!
- i. Fine Free Vote
 - i. Final discussions and questions regarding system that is set up for the Fine Free initiative
 - ii. Motion to Approve – Diane 1st, John 2nd – APPROVED, None Opposed

VIII. Review and Approval of October Financials (Trista)

- a. Trista provided October Financials and reviewed status of several line items
- b. Motion to Approve – John 1st, Carolyn 2nd – APPROVED

IX. Approval of 2023 Budget

- a. “DVD” title to be changed to title of “Collections”
- b. Trista highlighted line items with changes regarding increases and decreases that were noted in the 2023 Budget
- c. Motion to Approve – Diane 1st, Debbie 2nd - APPROVED

X. Annual Policy Review and Approval

- a. Bylaws Revision Proposed by Trista for Board Member Residency to be approved at January Meeting
- b. Motion to Approve Policy Manual – Trista 1st, Diane 2nd – APPROVED
- c. Long Range Plan also reviewed to be able to provide updates and progress to back to Systems

XI. Motion to Approve Aislinn Staaby as New Board Member

- a. Trista 1st, John 2nd - APPROVED

XII. Executive Session*

- a. Executive Session was held to discuss Performance Evaluations and Proposed Pay Increases

Adjourn the Meeting – Motion to Adjourn – Trista 1st and Sarah S. 2nd – 8:50PM