HURON PUBLIC LIBRARY BOARD OF TRUSTEES MINUTES of REGULAR MEETING OF AUGUST 21, 2024

Meeting called to order by President Joe Giardina at 7:05 p.m.

- **❖ PLEDGE OF ALLEGIANCE was said.**
- * ROLL CALL Attendance:
- Trustee Will Folger present
- Secretary Bob Williams present
- President Joe Giardina present
- Trustee Rebecca Morey present
- Vice-President Pete Jackson present
- Trustee Rob Kozar present
- ***** Trustee Karyn Seibel present
- MOTION made by Will, seconded by Karyn TO APPROVE THE MINUTES OF REGULAR MEETING ON June 12, 2024. Ayes unanimous. Motion carried.
- PUBLIC COMMENTS/GUESTS none.

OPERATING POLICIES; CHAPTER 7; 7.02 will be read when members of the public are present at the meeting.

COMMUNICATIONS – none.

*

* REPORTS:

- President's Report: Joe Giardina none.
- <u>Director's Report</u>: Jennifer Buch referred to statistics and other items in Board Packet, highlighting Pat Corriveau's OLC certification, the Mylander grant for \$4,000.00 received, and the recent newspaper articles featuring our activities.
- <u>Fiscal Officer's Report</u>: Laura Dahnke referred to her printed report in the Board Packet; she also noted that the Audit was complete with NO findings and that the Library would be eligible for an "Agreed-Upon Procedures" Audit two years from now.
- MOTION made by Rob, Seconded by Karyn TO APPROVE SUPPLEMENTALS (June 2024) (RC)
 - Karyn Y
 - Rob Y
 - Pete Y
 - Rebecca Y
 - Joe Y
 - Bob Y
 - Will Y Motion carried.
- MOTION made by Karyn, Seconded by Rob TO APPROVE SUPPLEMENTALS (July 2024) (RC)
 - Rebecca Y
 - Joe Y
 - Bob Y
 - Will Y
 - Karyn Y
 - Rob Y
 - Pete Y Motion carried.
- MOTION made by Bob, Seconded by Karyn TO APPROVE Then and Now Purchase Orders (June 2024) (RC)
 - Will Y
 - Bob Y
 - Joe Y

- Rebecca Y
- Pete Y
- Rob Y
- Karyn Y Motion carried.
- MOTION made by Rob, Seconded by Will TO APPROVE Then and Now Purchase Orders (July 2024) (RC)
 - Bob Y
 - Joe Y
 - Rebecca Y
 - Pete Y
 - Rob Y
 - Karyn Y
 - Will Y
- Motion carried.
- <u>Personnel Committee Report</u>: Bob Williams referred everyone to the minutes of the recent Committee meeting. When the NEO-RLS Survey results are available, the Committee will compare Huron Public Library to other libraries with similar size revenue budgets as ours. The Committee anticipates having recommendations ready in October for 2025 wage increases.
- Audit and Finance Committee Report: Pete Jackson none
- <u>Building and Grounds Committee Report</u>: Rebecca Morey noted that most issues have been resolved. Congratulated Duane on his initiative to notice and resolve issues that had been neglected over the years!
- <u>Strategic Planning Committee Report</u>: Rob Kozar none. Jennifer displayed the
 Strategic Plan, noting the next item on the list is "Communal Space" (e.g. the AV Area).
 Discussion was held regarding adding a café', renovating the adult/upstairs area,
 revamping the A/V area (renovating paint, carpet, furniture, and moving literature
 displays to accommodate different styles of seating areas), and supplementing the
 Children's area renovations.
 - NEXT STEPS ON BUILDING RENOVATIONS Joe asked what the 2023-2027 Strategic Plan listed, Jennifer referred to Section 3, item 3.4 which states "Remodel communal spaces". Discussion led to considering an interim survey. This will remain on the agenda for further discussion next month.
- <u>Policy Committee Report</u>: Will Folger stated the Committee plans to meet in September.

OLD BUSINESS:

- * Meeting with Huron Historical Society Jennifer reported that they were very agreeable to our suggestions; they have been improving their displays. A Contract to least space for 5 years was signed. Both parties will meet yearly for a check-in; the Society must provide proof of insurance every year to the library. Discussions about signage and naming the downstairs hallway will continue.
- * Memorandum of Understanding with Huron City Schools Jennifer Buch met with James Tatman and the agreement for the 2024-2025 school year was signed. Bob Willimas shared a compliment from one of his neighbors regarding Jennifer's address to the new teachers in the district.
- NEW BUSINESS:
 - * MOTION made by Karyn, seconded by Rob TO APPROVE FINANCIALS FOR JUNE 2024
 - Will Y
 - Bob Y
 - Joe Y
 - Rebecca Y
 - Pete Y
 - Rob Y
 - Karvn Y Motion carried.
- * MOTION made by Rebecca, seconded by Karyn TO APPROVE FINANCIALS FOR JULY 2024

		 Joe - Y Bob - Y Will - Y Karyn - Y Rob - Y Pete - Y Rebecca - Y MOTION made by Bob, seconded by Pete TO APPROVE THE 2025 HO SCHEDULE. (VC) Ayes unanimous. Motion carried. MOTION made by Karyn, seconded by Will TO CLOSE THE LIBRARY A 	
		NOON ON November 1, 2024 FOR STAFF IN-SERVICE. (VC) Ayes unanimous. Motion carried.	
	ADJO	IVE SESSION – not needed. RNMENT (RC) lotion made by Karyn, seconded by Will to Adjourn the meeting. /ill - Y ob - Y oe - Y ebecca - Y ete - Y ob - Y aryn – A Motion carried. leeting adjourned at 8:18 p.m.	
	* *	De Giardina, President Laura Dahnke, Fiscal Officer	
*V indicates vote by Voice *RC indicates by Roll Call			
	Y = Ye	N = No A=Absent	