



Meeting Minutes Board of Trustees

December 28, 2023 | 6:30pm | Via Zoom

Trustees:

PRESENT

Heidi Carvin

Nicole Cummings

Teri Ellefson

Cathy Goray

Ellen Hossman

Gary Neuenschwander

John Tabaka

Bobbie Thomas

ABSENT

Stacy Cavanaugh

Staff:

PRESENT

Suzann Holland

Jeff Pond

Andrea Schmitz

ABSENT

Laura Schmiedicke

Call to Order:

President Cummings called the regular meeting of the Monroe Public Library Board of Trustees to order at 6:32pm 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 Hossman made a motion to approve the minutes of the October 26th meeting as presented. The motion carried.

Director's Report:

The Director's Report, including the department updates, was reviewed and discussion was held.

Friends Group Report:

The group is expected to meet soon. They are preparing to award scholarships.

Financial Review:

Financial reports were not available this month due to medical leave.

Unfinished Business: *Update on Building Project*

Suzann, Andrea, and Trustee Carvin described massive progress on the second floor and in the basement. Demolition for those floors is essentially complete. McKee and the team worked together to move books and furniture to clear for construction. The substance found in the basement was not asbestos. Patrons have adapted well, but their visits are down. This is likely due to limited browsability. Suzann noted that McKee is doing an outstanding job.

New Business: *Review of Policy on Board of Trustees By-laws*

Because modifying the by-laws is a multi-step process, Suzann suggested the trustees review them and bring any suggestions to the January meeting. Discussion would take place that month and any changes would be voted upon at the February meeting.

New Business: *Review of Policy on Computers & Internet Access*

Trustee Hossman made a motion to affirm the policy as presented. The motion carried.

New Business: *Consideration of 2024 closure schedule*

Suzann described difficulty with Christmas & New Year holidays on the 2023 closure schedule that the trustees approved because of concern by District administration. The dates were modified to settle the matter to promptly notify patrons and the library team. The 2024 closure schedule proposal has been approved by District administration. Trustee Hossman made a motion approve the 2024 closure schedule as presented. The motion carried.

Business from Trustees and Future Agenda Items:

The next scheduled meeting is at 6:30pm on Thursday, January 25th.

Adjournment:

Trustee Goray made a motion to adjourn at 7:01pm. Motion carried.