

SMITHTON PUBLIC LIBRARY DISTRICT

Board Meeting Minutes

April 18th, 2024

1. Call to Order/Roll Call

The meeting was called to order by Board President, Brett Clasquin, at 7:23 pm with the following Board Members present: Brett Clasquin, Tony Gilbreth, Liz Harris, Ann Hart, Mary Sue Iverson, and Stephanie Sakran. Board Member Zabelle Vartanian was absent. Others present were Library Director, Jenna Dauer, and Recording Secretary, Linda Hill.

2. Citizen Comments

There were no citizen comments at this time.

The following items on the agenda (Items 3-6) were approved as a whole by vote under a consent agenda:

3. Approval of Minutes

3.1 November 16, 2023 minutes

3.2 March 21, 2024 minutes

The Board reviewed the November 16th, 2023 and the March 21, 2024 board meeting minutes.

4. Communications

The Director received a Thank You card from Staff member, Mary Weber, for the graduation gift given her by the Library. The District also received an email asking trustees to advocate for libraries. The monthly rate for T-mobile hot spot use will go down \$9.95 per line.

5. Treasurer's Report/Approval of bills

The March Treasurer's report and the check registry to date were reviewed.

6. The Librarian's Report

The new windows were installed. The Board agreed to discontinue the MidWest Pano service. The Board approved disposal of the old electric typewriter. Bookkeeper, Judy Buerck, will be retiring at the end of May. The Board also okayed the tree trimming budget item to be covered under the Risk Management and Loss Control portion of the budget. The Board reviewed the past nine months of the Working Budget. Past & present Library programming and library statistics were reviewed.

A motion to approve Agenda Items 3-6 as a whole under a consent agenda was made by Tony Gilbreth and seconded by Ann Hart.

A roll call vote was taken:

Clasquin:	Aye
Gilbreth:	Aye
Harris:	Aye
Hart:	Aye
Iverson:	Aye
Sakran:	Aye
Vartanian:	Absent

The motion passed with all present in favor.

7. Old Business

7.1 Outdoor Cameras – Needed? (along with new policy) / DISCUSSION & APPROVAL
After discussion, it was agreed that no outdoor cameras are needed.

7.2 First National Bank Certificate of Deposit reaches maturity / DISCUSSION
The Board reviewed the information on the CD.

7.3 Other
There was no other Old Business to discuss at this time.

8. New Business

8.1 Resolution 24-01: FY2025 Non-Resident Fee Adoption (effective July 1, 2024) / DISCUSSION & APPROVAL

A motion to adopt the non-resident fee of \$137 for fiscal year 2025 was made by Tony Gilbreth and seconded by Liz Harris.
All were in favor and the motion passed.

8.2 FY2025 Board Meeting Schedule (Ordinance 25-01) Preview (Will be voted on at the May 2024 meeting / DISCUSSION
Because of the regular June meeting date falling on a federal holiday (Juneteenth), the Board will meet on June 26, 2025 instead.

8.3 Personnel Committee Report (official Minutes will be voted on at the May 2024 meeting) / DISCUSSION

Director Jenna Dauer reported on the Committee meeting. The Bookkeeper job description was discussed. The position will be advertised in various venues. The Director and Assistant Librarian will conduct interviews.

8.4 Other

There was no other new business to discuss at this time.

9. Board Concerns

9.1 Other

There were no Board Concerns to address at this time.

10. Announcements

Next Board Meeting: Thursday, May 16, 2024, 7 pm.

11. Adjournment

A motion to adjourn was made by Ann hart and seconded by Mary Sue Iverson.

A vote was taken and the motion passed. The meeting was adjourned at 8:03 pm.

Respectfully submitted,

Linda Hill
Recording Secretary