

**NORELIUS COMMUNITY LIBRARY
BOARD OF TRUSTEES REGULAR MEETING**

Minutes July 23, 2024

Call Meeting to Order-

Roll Call – S. Velasquez, L. Peterson, J. B. Bruce, S. Kennedy, Michael Phipps,
Director Walley

Guests — Mayor Soseman, Jennifer Smith

- I. No Additions to the Agenda/Agenda Approval. moved by Bruce and seconded by Peterson
- II. Approved Minutes of Previous Meeting- 6-25-24 moved by Kennedy, Seconded by Bruce
- III. Public Forum — no comments
- IV. Trustee Training- Trustee Handbooks overview will be presented to trustees one topic, one chapter at a time for review. Sandy reviewed top five things every library trustee should know.
- V. Correspondence- notes from Kathryn Raymer & Ron Meghan Duggins thanking us for use of the room this summer. Thank you note to Kim Waldemar for \$370 donation.
- VI. Approve Bills- Signed
- VII. Director's Report – Director Walley
 - A. Director attended various meetings (see Director's Report).
 - Policy Committee met to review the library policy edits.
 - Juneteenth Holiday is paid time off but we are not closed.
 - End of Fiscal Year tasks completed, reconciled Quicken Books, purged files in preparation for new FY July 1st.
 - Plaque presentation thanking contributors to library improvements set for Thursday July 25 at 10:00.
 - City Clerk will be a guest speaker next month.
 - Summer Library program is wrapping up and coming programs announced.
- VIII. Unfinished Business
 - Library Fence to be placed as it was originally placed. Moved by Peterson, seconded by Bruce. Passed.
 - Bruce Moves to approve the Policy Review, seconded by Kennedy

IX. New Business

- Meeting Room Door conversion to handicapped ADA compliant did not come out of end of year funding. Director to look into optional funding for this improvement to the library. Board prefers the funding to not be taken out of the maintenance budget.
- Back door is still hard to open and not latching properly. Can be used as an emergency exit but not as an entrance.
- Electrical upgrades would include additional outlets in the kitchen for a wall mounted flat screen TV, in the hall just outside kitchen, in the closets in the Carnegie meeting rooms and electrical power to the new water heater in the mechanics room on main floor. Funds allocated for many of these upgrades from the Baker gift were redirected with board approval on June 20th, 2023 to assist Denison Library Friends with funding a portion of the new conference table, thereby pulling funding for the electrical upgrades being planned.
- CDs renewed at 5.2 % interest. Maturity date 11/26/24.

Committee Reports

- a) Book & Policy (Kennedy, Bock, Hough)
- b) Finance (Bock, Phipps, Kennedy)
- c) Technology discussion about the printer (Phipps, Bruce, Kennedy)
- d) Facilities: (Peterson, Bock, Hough) Director Walley reported moisture between window panes in the west window of the Carnegie meeting room.
- e) Public Relations (Peterson, Bruce, Hough)

Adjournment moved by Bruce and seconded by Kennedy.

Next Board Meeting: August 27, 2024 @ 5:15-combined meeting for Sept. due to library programming September 24, 2024.