

WHITE CLOUD COMMUNITY LIBRARY

BOARD OF DIRECTOR'S MEETING

January 16, 2025

MINUTES

A. Call to Order

The White Cloud Community Library Board of Director's Meeting held on the above date was called to order at 1:06PM.

1. Roll Call

Board Members Present: Judy Maike, Pat Ebenstein, Kathy Broome, Erica Pozas, Linda Trapp

Board Members Absent: Chris Tiernan, Sue Redding, Pamela Chaffee

Also Present: Amy Stockwell, Director; Ronald Phillips, Assistant Director

2. **Agenda:** Approval of agenda for the board meeting held on January 16th, 2024. Add Community Garden Lease to New Business #3. Motion to approve as amended:

Motion: Pat Ebenstein

Seconded: Kathy Broome

Vote: Yes- All No- Abstained-

Absent- Chris Tiernan, Sue Redding, Pamela Chaffee

B. **Minutes:** Approval of minutes from the board meeting held on November 21st, 2024 as presented:

Motion: Kathy Broome

Seconded: Linda Trapp

Vote: Yes- All No- Abstained-

Absent- Chris Tiernan, Sue Redding, Pam Chaffee

Pam Chaffee arrives at 1:12PM

C. **Financial Reports:** It was mentioned previously that a budget amendment would be needed, however it turned out that the accountant hadn't updated the numbers for this fiscal year, so the library is still well within

budget. A budget update has been presented using the correct line items and adjustments.

Motion: Pat Ebenstein Seconded: Kathy Broome

Vote: Yes- All No- Abstained-
Absent- Chris Tiernan, Sue Redding

Librarian's Report- December numbers have been exploding this fiscal year. Door count was 1200 higher this year than last year. Community Garden will be having their first meeting of the year on 1/20/25. Memorandum of Understanding for Art Sanders will be to make sure that the funds he leaves the library in his will be guaranteed to be used for a new building. Discussion about some local businesses with open positions, their pay, benefits packages, etc. and what is needed to stay competitive these days. New rugs arrived at 10AM this morning, so everybody should take a look!

D. New Business:

- 1. Budget Amendments-** Highlighted numbers are suggested amendments. Fines was budgeted at \$1,500 even though we went fines free. We have already reached that amount. This would be on billed items and hotspot fines. The \$10 per day overdue fee on them has not been able to get them back on time always. Staff expenses was adjusted because of the MLA conference, even though it was reimbursed. A way to make this look better on the budget next time was recommended. One staff member listed no longer works at the library, so their budget line was adjusted, as well as for the staff member that picked up hours to cover the gap. Motion to approve budget amendments as presented:

Motion: Pamela Chaffee Seconded: Kathy Broome

Vote: Yes-All No- Abstained-
Absent- Chris Tiernan, Sue Redding

- 2. Memorandum of Understanding-** This Memorandum of Understanding for Art Sanders will be to make sure that the funds he leaves the library in his will be guaranteed to be used for a new building. Any interest earned on the principle can be used for any needed purpose by the library. Motion to approve and signed the Memorandum of Understanding:

Motion: Pat Ebenstein Seconded: Kathy Broome

Vote: Yes-All No- Abstained-
Absent- Chris Tiernan, Sue Redding

3. Community Garden Lease: - Review lease agreement that will be presented to the community garden members at their meeting on January 20th.

Motion to approve the presented lease agreement and to allow it to be brought to the community garden meeting on January 20th:

Motion: Kathy Broome Seconded: Linda Trapp

Vote: Yes-All No- Abstained-
Absent- Chris Tiernan, Sue Redding

E. Old Business:

1. Grants: ALA Transforming Communities grant has been submitted, it will be announced in March. Chadwick will be writing a grant to help include the garden into summer reading.

2. Building: There were 4 grates in the library staff ceiling that were blowing cold air. Ron Larsen from Larsen Heating and Cooling came in and determined that the grates didn't have any actual function and it was recommended by him to replace them with ceiling tiles. It has been done and it is already warmer in the staff area.

3. Donations: - No new updates.

4. Public Comment: None

F. Board Comments: Judy went to a city council meeting where one of the presenters talked about tiny homes and the plan to have some built on Lakeview Drive. Board members discussed upcoming businesses in the area as well as some plans for existing ones.

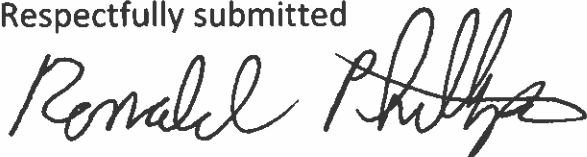
G. Correspondence: Chadwick would like a letter of support from board members for his upcoming grant.

H. Adjournment: Motion to adjourn at 2:00PM

Motion: Judy Maike Seconded: Pamela Chaffee

Vote: Yes-All No- Abstained-
Absent- Chris Tiernan, Sue Redding

Respectfully submitted



Ronald Phillips