

Library Board Meeting Minutes

Date: October 20, 2025

Time: 5:00 p.m.

Attendance:

Matt, Mary Jane, Pat, Evan, Allie, Pam

Mary Francis (arrived at 5:13 p.m.)

1. Call to Order

The meeting was called to order by Matt at 5:03 p.m.

2. Approval of Minutes

Evan read the minutes from the previous meeting.

Motion to approve by Allie, seconded by Pat. Motion carried.

3. Treasurer's Report

Matt presented the Treasurer's Report.

- Fund bank balance: \$41,817.42
- Note: The "Move and Groove" payment was missing from the report. Matt noted he used bank statements instead of checking the checkbook.
- Pam provided information on CD assets; Matt had not yet updated those figures.

4. Director's Report – Mary Jane

- Matt requested that reports for completed events include the number of participants.
- Pumpkin Decorating: 34 pumpkins decorated to date.
- Technology Grant: Hayden presented three computer options for the new desk computer.
- Upcoming Event: Curious George will visit on November 17.
- All employees completed Narcan training last month.

5. Old Business

- Maintenance: Tabled again due to Bill's absence.
- Tree Removal: The City has issued bids for tree removal; one includes the tree outside the library. Mary Jane was informed that the library may select a replacement tree.

6. Technology Update

Matt reported that the Clinton Library was giving away a microfilm viewer. It is older than the current model but operational. He has moved it inside.

7. Friends of the Library

- The Friends group is meeting tonight.
- The board is providing them with a letter and fund sheet.
- Discussion was held regarding fund usage.
 - Motion: Pat moved to approve writing the check if the Friends agree.
 - Second: Allie
 - Motion carried.

8. New Business / Discussion Items

- Patron Behavior: Allie raised concerns about individuals sleeping in the library, especially as the weather turns colder. Discussion followed regarding policy. Matt clarified that Mary Jane has full authority to address such issues.
- Payroll Review: Pam reviewed salary figures and found slight discrepancies. She confirmed the \$75 payment for "Move and Groove" and will make necessary corrections.
- Safe Trick-or-Treat: Board members are asked to each bring one bag of candy.

9. Adjournment

Motion to adjourn at 5:35 p.m.

Next meeting scheduled for November 10, 2025.