

Minutes
Bryan-Bennett Library Board of Trustees Meeting
November 19, 2024, 6:30 p.m.

Call to Order and Roll Call of Trustees

Bryan-Bennett Library Board Vice-President Kasey Angeloni called the November 19, 2024, meeting of the Bryan-Bennett Library Board of Trustees to order at 6:42 p.m. Trustees answering the roll call were: Marilyn Lewis, Erica Nix, Kasey Angeloni, Lynn Larimer, and Brenda Conrad. Trustees absent were Jennifer Dice, Gary Hahn, Gayla Wilkerson, and Mark Decker. Library Director Kim Keller and Assistant Director Jodi Trinkle were also present.

Approval of Secretary's Report

The Board reviewed the October 15, 2024, minutes. Motion was made by Trustee Nix to accept and seconded by Trustee Lewis. Roll call was taken, motion passed.

Approval of Treasurer's Report

The Treasurer's Report for November 2024 was reviewed. Payment of November bills totaling \$18,737.51 was approved. Motion made by Trustee Larimer to accept and seconded by Trustee Nix. Roll call was taken, motion passed.

Approval of Financial Report

The financial report for November 2024 was reviewed. Motion was made by Trustee Larimer to accept and seconded by Trustee Lewis. Roll call was taken, motion passed.

Approval of Asset, Memorial Fund, and Donations Reports

The Asset, Memorial Fund, and Donations Reports were reviewed and accepted.

Friend of Bryan-Bennett Library Report

Friends President Laura Crain shared that they had great success on the last sale day. They advertised on Saturday Shopper and it seemed to help increase traffic to the sale.

Marilea Koch Estate Update

The 2nd distribution of the Koch donation is going to be delayed due to previously unknown funds still being found. The amount to be received is more than previously thought, although the total is unknown at this time.

Committee Reports

There were no reports from Finance, Policy, or Building and Grounds committees. Personnel committee's meeting that had been scheduled on November 18, 2024, had to be canceled due to illness.

NEW BUSINESS

Donation of Lincoln Pictures

The library was offered a donation of Lincoln pictures from Frank Brinkerhoff. The board voted to accept the donation.

Pest Control Provider

Due to scheduling issues with Terminex, a new pest control provider is needed. After reviewing quotes from 2 companies, a motion to accept the quote from Meagher Pest Control was made by Trustee Nix and seconded by Trustee Conrad. Motion passed.

Staff Christmas Gift Cards

After consideration, the Board decided to raise the amount of the gift cards to be received by the staff to \$80 for staff that have worked for the library six months or more and \$40 for staff less than six months. A motion was made by Trustee Nix and seconded by Trustee Lewis. Roll call vote was taken, with four "yes" votes and one "no" vote. Motion passed.

Computer Replacement Project

Discussion was had about the computer replacement project. After looking at the quotes, it was decided to order larger monitors for the staff computers and to add charging stations for the public's use.

New Website

The library's current website is not ADA compliant and a request was made to have Lazerware host a new website. A motion was made to accept Lazerware as the new website host by Trustee Nix and seconded by Trustee Lewis.

Facility Plan Update

Director Keller provided board members with a copy of the facility plan to review, and discussion was had about replacing the non-fiction shelving. A meeting was scheduled for Tuesday, December 10, 2024, for further discussion.

Review of Serving Our Public Chapters 12 and 13 (Technology and Marketing)

The Board reviews chapters 12 and 13 of Serving Our Public.

UNFINISHED BUSINESS

No unfinished business.

Director's Report

See attached report

Board Member Reports

No reports.

Meeting adjourned at 9:08 p.m. by Vice-President Angeloni.

Respectfully submitted by:

Jodi Trinkle