WEST BRANCH DISTRICT LIBRARY

BOARD OF TRUSTEES MEETING

Monday, November 6, 2023

Call to order: President K. Michael called meeting to order at 5:00 p.m., followed by the pledge of allegiance.

Present: K. Michael, S. Jennings, S. Smith, D. Beamish, M. Durfee, J. Headings, K. Shirey

Absent: K. Kripli, T. Barnhart

Approval of Agenda: M. Durfee motioned to accept the agenda with noted additions of #5 cabinets and #6 Wine and Art walk to New Business, supported by K. Michael. All in favor, motion passed

Board Minutes: On file. M. Durfee motioned to accept minutes as presented, K. Michael supported, all in favor, motion carried.

Bills to Pay: Reviewed. Motion to pay bills made by S. Smith, supported by S. Jennings, all in favor, motion passed.

Financials: On file. Reviewed financials to the end of September. Line items for improvements and tech equipment were slightly up due to the replacement of sofa and replacement program needed to fix server.

Correspondence: A thank you from the organizers of the Quilt Walk was shared. This is a good community service

Old Business: John gave an update on the current lawsuit. Our appeal was accepted, and the Court date set for Dec 8. Motion made by K. Michael to approve lawyer appear as our representative, supported by M. Durfee and all in favor, motion passed.

New Business: #1 Library holiday hours discussed. Motion by S. Smith to close at 1: 00 p.m. the Friday before Christmas, close Saturday, Sunday, and Monday. For New Years we will be closed Saturday, Sunday, and Monday. Supported by K. Shirey, all in favor, motion passed. #2 John submitted the library annual report- on file. Discussion held on same. With all the financial restraints, the management continues to be strong. #3 Report from the millage committee was presented. The conclusion is to go forward with putting a 0.4 mil request to help offset the loss of penal fines and other financial hits. This addition, if approved, would bring us closer to what similar libraries of our size are operating on. We will await the decision to proceed once we receive info from the County clerk on dates available for the millage proposal. #4 Discussion was held on increasing photocopying. John will check with other companies who offer this service to be sure we are still reasonable but cost effective. #5 Discussion on cabinet replacement for community room was held. S. Jennings proposed we take some of the money that was earmarked for shelving and buy the cabinets. The board approved and she will check prices. #6 Wine and Art walk. December 2 from 5 pm to 8 pm. The Book Nook will be open, and they also will be offering "collectibles" for sale upstairs.

Director's Report: John went over the highlights for the month. The programs are coming along well, some are attended better than others but will await how the winter months go.

Next meeting December 4, 2023, 5:00 p.m.

Meeting adjourned at 6:12 p.m. by president K. Michael

Kathy Shirey, secretary