

SHENANDOAH LIBRARY BOARD OF TRUSTEES MINUTES

January 8, 2025

This meeting will be via Zoom (Z), an accepted internet method of meeting with members who may attend online, if requested.

BOARD MEMBERS PRESENT: Gregg Broermann, Jenny Burkhiser, Dan Cox, Chris Wiebold, Mims Henstorf, Jennifer Jones, Amy Miller and Justin Trowbridge.

BOARD MEMBERS ABSENT: Mary Anne Gibson, Eric Holste, Melinda Kirby and Adam Wright.

ALSO PRESENT: Carrie Falk, Director; Jon Brantner Council Representative

I. CALL TO ORDER: The meeting of the Shenandoah Public Library Board of Trustees was called to order by President Dan Cox at 4:30 p.m. on Wednesday, January 8, 2025, in the Carnegie Room.

II. PUBLIC FORUM: none

III. READING OF THE MINUTES: The minutes of the past board meeting were read through email. Motion to approve made (Justin/Amy) and passed.

IV. COMMUNICATIONS: none

V. REPORT OF THE DIRECTOR: Board read through email.

VI. REPORT OF THE FRIENDS: Over \$1,050.00 has been raised through the Sweater Sale.

VII. COMMITTEE REPORTS:

- A. Budget:** No numbers yet from City, but our books show % spent is about what it should be.
- B. Building:** The smoke test given by Jeremy McAllister to locate the source of the “odor” in the building was inconclusive. Jeremy is going to lengthen vent stacks as our next step.
- C. Operations:** no report
- D. Policy:** no report, policies will resume next month.

VIII. PAYROLL AND BILLS:

- A.** Motion to pay bills (Gregg/Amy) was made and approved. After discussion, another motion was made (Justin/Amy) to pay up to \$500 a month from the Snook Trust for the monthly hot spot bill from US Cellular.

VIX. UNFINISHED BUSINESS:

- A.** The city does not have property tax valuations yet and they are waiting on the Union negotiations to determine raises. More discussion will come as Carrie sees those figures. Our budget may have an increase in part-time help as Carrie sees the need to have a person cover the area in the library when a staff member is giving a public program. The trash removal rate was also a concern.
- B.** The Legislative Visit/Training information for January 9th has been given to each board member. The Page County Library Annual Report was also discussed.

X. NEW BUSINESS:

- A.** There will be a life size SORRY game at the library on February 3rd for the May Mentoring Program; it will be open to all ages after.
- B.** The Event Calendar was revamped with many activities displayed in an easy format.
- C.** Reimbursement for Open Access was received from the State (\$2,728.42).
- D.** The Director's Evaluation form was given to all trustees and will be returned to Dan Cox by 1/22.

XI. FUTURE AGENDA ITEMS: FY 2026 Budget, Director Evaluations, Policies

Motion to adjourn made and passed by acclamation.

The next board meeting will be Wednesday, February 5, 2025 at 4:30 P.M.

Respectfully submitted,

Mims Henstorf, Secretary _____

Dan Cox, President _____