

Albion Public Library Board of Trustees

Minutes for August 9, 2022

Call to Order and Roll Call

Meeting called to order at 6:00 p.m. on Tuesday, August 9, 2022.

Librarian and Trustees present were as follows - Roxanna Behnke, Dianne Berger, Melissa Felling, Terry Harper, Shelby Harris, Samantha McDaniel, Will Swardstrom, and Trevor Ward

Absent members – Sydney Gracyalny and Rod Minatra

Quorum

Legal Quorum Present – the presence of seven (7) Trustees did constitute a legal quorum for discussing and transacting library business.

Reading of Secretary's Report and Approval of the Minutes

Will Swardstrom motioned to approve the minutes from the June meeting; Trevor Ward seconded the motion. Motion passed.

Approval of the Treasurer's Report

A summary of the library's accounts were provided.

Checking - \$86,776.89

Savings - \$7,274.31 + \$658.71 = \$7,933.02

CDs - \$11,191.00 + \$14,094.61 + \$5,727.62 = \$31,013.23

Total Assets = \$125,723.14

Two fraudulent checks were discovered by the treasurer for a total of \$4750. Went and straightened the issue at the bank and the library will be getting the funds back.

Dianne Berger motioned to approve the treasurer's report; Shelby Harris second the motion. Motion passed.

Librarian's Report/Communications

The summertime story hour had an average of 30 kids per week for the 8-week duration of the event. Roxanna is considering moving the date back a little next year to not coincide with West Village Christian Church's VBS.

Hoopla has increased in the number of users/borrows this past month.

Director's meeting was very informative – Roxanna to share highlights at next month's meeting.

Minimum wage increases in January – will need to address Valerie Murbarger's hourly wage then.

Unfinished Business

N/A

New Business

1. New firewall system for the library will cost \$2062.10. Will Swardstrom made a motion to approve purchasing the new firewall system; Samantha McDaniel seconded. Motion passed.
2. Need to reinstall the bookcase back to where wall repair was made – move from porch to inside. Volunteers are needed to move the bookcase as it is heavy. Roxanna to double check that the bookcase is still in good shape and is usable/safe before having volunteers move it.
3. Requested for the treasurer to move funds in and out of CD's and special accounts. Will Swardstrom made a motion to approve the treasurer to have this ability to move funds; Terry Harper seconded. Motion passed.
4. Exterior of the library building is in need of paint touch-ups and windows need to be scraped and painted. Priority seems to be the porch posts and rails as they are peeling. Members to follow-up with Jo and Fearn to see what can be done.

Adjournment

Samantha McDaniel moved to adjourn the meeting; Dianne Berger seconded the motion. Motion passed.

The meeting was adjourned at 6:35 p.m.

Minutes submitted by Samantha McDaniel