

Albion Public Library Board of Trustees
Minutes for January 9, 2024

Call to Order and Roll Call

Meeting called to order at 6:03 p.m. on Tuesday, January 9, 2024.

Librarian and Trustees present were as follows – Roxanna Behnke, Dianne Berger, Melissa Felling, Sydney Gracyalny, Samantha McDaniel, Will Swardstrom, and Trevor Ward

Absent members – Shelby Harris, Terry Harper, and Rod Minatra

Quorum

Legal Quorum Present – the presence of six (6) Trustees did constitute a legal quorum for discussing and transacting library business.

Reading of Secretary's Report and Approval of the Minutes

November 2023 meeting minutes to be reviewed at the next meeting.

Approval of the Treasurer's Report

A summary of the library's accounts were provided by treasurer, Trevor Ward.

Checking - \$102,126.38

Savings - \$7,319.94 + \$662.84 = \$7,982.78

CDs - \$11,658.27 + \$14,576.12 + \$5,783.70 = \$32,018.09

Total assets = \$142,127.25

Sydney Gracyalny motioned to approve the treasurer's report, Samantha McDaniel seconded the motion. Motion passed.

Librarian's Report/Communications

- Furnaces had went out again, and electrician came and reported that the outside breaker was down because of the furnace. Troyer fixed the compression and circuit board to address the problem.
- The value of books/items that have been checked out in 2023 was \$173,825.50.

Unfinished Business

1. More bookshelves – Jacob Holmes was contacted to build a custom bookshelf for the area where the computers are and his estimate was \$400 plus tax. Will Swardstrom made a motion to approve the order of the bookshelf, Sydney Gracyalny second the motion. Motion passed.

New Business

1. Library Bill of Rights – Banned Book Policy – board members reviewed this policy which is required to be adopted in order to continue to receive state funding. Will Swardstrom made a motion for the library to adopt this policy, Trevor Ward seconded the motion. Motion passed.
2. New Director Computer – Roxanna is in need of a new computer, the one requested would be similar to the one at the circulation desk, approximately \$1200. Dianne Berger made a motion to purchase a new computer, Samantha McDaniel seconded the motion. Motion passed.
3. Pecan Price – The price of pecan bags went up by \$1, increasing the price to \$12 per bag. Will Swardstrom made a motion to increase the selling price of each pecan bag to \$12, Sydney Gracyalny seconded the motion. Motion passed.
4. Paid Leave for All Workers – A new law has been passed where workers are to receive one hour of paid leave for every forty hours of work without explanation. Sydney Gracyalny made a motion for the library to adhere to the new policy, Samantha McDaniel seconded the motion. Motion passed.

Adjournment

Sydney Gracyalny moved to adjourn the meeting, Dianne Berger seconded the motion. Motion passed. The meeting was adjourned at 6:22 p.m.

Minutes submitted by Samantha McDaniel