

## **Albion Public Library Board of Trustees—Minutes for January 14, 2025**

### Call to Order and Roll Call

Meeting called to order at 6:02 p.m. on Tuesday, January 14, 2025.

Librarian and Trustees present were as follows – Roxanna Behnke, Melissa Felling, Terry Harper, Shelby Harris, Samantha McDaniel, and Trevor Ward.

Absent Members – Dianne Berger, Sydney Gracyalny, Rod Minatra, and Will Swardstrom.

### Quorum

Legal Quorum Present – the presence of five (5) Trustees did constitute a legal quorum for discussing and transacting library business.

### Reading of Secretary's Report and Approval of the Minutes

The November meeting was cancelled due to lack of quorum so the October 2024 meeting minutes were reviewed. Terry Harper made a motion to approve the minutes from the October meeting. Shelby Harris seconded the motion. Motion passed unanimously.

### Approval of the Treasurer's Report

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

Checking - \$140,620.71

Savings - \$8,002.91

CDs - \$11,877.46 + \$14,740.55 + \$5,802.55 = \$32,420.56

Total Assets = \$181,064.18

Samantha McDaniel made a motion to approve the treasurer's report, Terry Harper seconded the motion. Motion passed unanimously.

### Librarian's Report/Communications

- There have been several days the library closed due to snowfall and weather. Mike Speir and Don Pettigrew have been helpful clearing the snow for the library. Patrons were given grace for their fines during these snow days.

### New Business

1. Animals in the wall – there have been noises the past couple months coming from the walls in the back room, speculation is that they may be squirrels or a pigeon. To readdress in next meeting.
2. Smell outside – employees report the smell of gas outside of the building. The gas and furnace technicians have visited the library and nothing unusual was reported or found. Speculation from employees is somewhere from under the building. To readdress when the weather is warmer.
3. Books to N. Carolina – the Albion Chamber of Commerce is collecting books for libraries in North Carolina that were affected by the recent flooding. The library will donate books in decent condition that are not needed at this library.

4. There was discussion about adding onto the north side of the library to expand the space. Potential needs would be a handicap accessible bathroom. Discussed looking into available grants and an architect to help design the space. High price would be an issue, to discuss more at next meeting.

#### Old Business

N/A

#### Adjournment

Samantha McDaniel made a motion to adjourn the meeting, Shelby Harris seconded the motion. Motion passed unanimously. The meeting was adjourned at 6:31 p.m.

Minutes recorded and submitted by  
Samantha McDaniel