

## Albion Public Library Board of Trustees--Minutes for March 14, 2023

### Call to Order and Roll Call

Meeting called to order at: 6:00 p.m. on Tuesday, March 14, 2023.

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

Absent members – Terry Harper, Shelby Harris, Trevor Ward

### 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

February 2023 meeting minutes were reviewed. Sydney Gracyalny made a motion to approve the minutes, Melissa Felling seconded the motion. Motion passed.

### Approval of the Treasurer's Report

A summary of the library's accounts were provided by Trevor Ward via email.

Checking - \$101,997.76

Savings - \$7,283.42 + \$659.53 = \$7,942.95

CDs - \$11,233.08 + \$14,253.61 + \$5,746.29 = \$31,232.98

Total Assets = \$141,173.69

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

### Librarian's Report/Communications

A new pecan account was created for the library to continue with the pecan sales fundraiser, got a new box recently.

The foyer light issue was resolved – needed a new light switch and was installed by Ben Maas.

Roxanna made trustees aware of a new paid leave law to come into effect January 1<sup>st</sup>, where 1 hour paid leave is required for every 20 hours of work.

### Unfinished Business

1. Tree by insurance company – Melissa told the insurance company that the board was not interested in cutting down the tree at this time.
2. Sidewalk in back – Phil has been trying to get a hold of W. D. Rice and has been unable to get a hold of him to get a quote. May need to wait until springtime and potentially look into tuck-pointing the brick.

### New Business

1. Front door – the outside front door is weathered and needs to be replaced or repaired. There are extra doors upstairs. To discuss at next meeting.
2. Per Capita Grant – Roxanna filled out this grant and got approved for \$2900, to receive in August. Discussed getting artwork for the building and potentially contact authors to get some signed pieces, also reach out to local artists to do some work on the building.
3. Mailbox – won't stay shut and needs to be replaced. Will Swardstrom made a motion to buy a new mailbox. Samantha McDaniel seconded the motion. Motion passed.

### Adjournment

Samantha McDaniel moved to adjourn the meeting, Will Swardstrom seconded the motion. Motion passed.

The meeting was adjourned at 6:31 p.m.

Minutes submitted by Samantha McDaniel