

## **Albion Public Library Board of Trustees - Minutes for October 8, 2024**

### Call to Order and Roll Call

Meeting called to order at 6:03 p.m. on Tuesday, October 8, 2024.

Librarian and Trustees present were as follows – Roxanna Behnke, Dianne Berger, Melissa Felling, Terry Harper, Trevor Ward, and Will Swardstrom.

Absent members – Shelby Harris, Samantha McDaniel, Sydney Gracyalny, and Rod Minatra.

### 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 Minutes

Trevor Ward made a motion to approve the minutes from the September meeting. Dianne Berger 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 - \$121,889.87

Savings - \$8,012.80

CD's - \$32,420.56

TOTAL - \$162,323.23

Terry Harper made the motion to approve the treasurer's report and Dianne Berger seconded the motion. Motion passed unanimously.

### Librarian's Report/Communications

- The bar coding of the books is ongoing. Roxanna reports that they are working diligently on the project. The time was up for the use of the machine before they could finish, but they ordered more supplies and will get the machine back later this week. The work is easy, but time consuming.
- The new laptop is still being loaded with software.
- No new communications.
- The Little Library has not yet been purchased. Sydney is working on it.

### New Business

- No new business

### Adjournment

Will Swardstrom made a motion to adjourn the meeting. Trevor Ward seconded the motion. Motion passed unanimously. The meeting was adjourned at 6:12 p.m.

Minutes recorded and submitted by Will Swardstrom