

## **Albion Public Library Board of Trustees - Minutes for October 14, 2025**

### Call to Order and Roll Call

Meeting called to order at 6:03 PM on Tuesday, October 14, 2025.

Librarian and Trustees present were as follows – Roxanna Behnke, Dianne Berger, Terry Harper, Shelby Harris, Samantha McDaniel, Trevor Ward, Gena Stanhope.

Absent Members – Sydney Gracyalny, Jane Harper, Cathy Smith

### 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

The September meeting minutes were not reviewed today, 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. Reported a first installment deposit from the county, which resulted in a significant increase in funds.

Checking - \$140,030.64

Savings - \$8,052.97

CDs - \$32,661.18

Total assets = \$180,744.79

Terry Harper made a motion to approve the treasurer's report, Shelby Harris seconded the motion. The motion passed unanimously.

### Librarian's Report/Communications

- Roxanna Behnke reported that the library is part of the "Library Crawl" program, where participants get a passport to visit multiple libraries in the state. Five of the patrons have signed up for the program and we have had about 10 guests come in to visit from the program.

### Unfinished Business

1. New Trustees – Gena Stanhope was present for her first meeting, as appointed by the mayor. Two of the new trustees were absent today.

### New Business

1. Sex offender policy – the issue brought up was if the library needed a policy to prevent sex offenders from entering the children's room and story hour. It has never been an issue in the past, but possibly would be beneficial to have one in place. Discussed looking into more information to gauge what would be applicable to this library and population. Will revisit next month.
2. Amazon account – the main book supplier of this library has had issues with shipping and has had months of delays. Roxanna proposed the possibility of signing up for an Amazon business account to

use for the library to order new books. Discussed benefits of having the account, potential costs, etc. Dianne Berger made a motion for Roxanna to apply for an account pending there were no hidden fees/costs, Samantha McDaniel, seconded the motion. The motion passed unanimously.

3. Painting the library exterior – discussed the need for the outside of the library to be repainted, it has been a need for some time as it has been presumably 15-20 years since last painted. Samantha McDaniel presented a quote from Fearn Blasting & Painting Service, Inc. to power wash and paint the exterior of the building. Discussed that the library is made of soft brick and power washing may not be feasible. Trevor Ward made a motion to move forward with the project pending letting Seth Fearn know about the soft brick, Terry Harper seconded the motion. Motion passed unanimously.

### Adjournment

Samantha McDaniel made a motion to adjourn the meeting. Dianne Berger seconded the motion. The motion passed unanimously. The meeting was adjourned at 6:39 PM. Next meeting date: November 18, 2025.

Minutes recorded and submitted by Samantha McDaniel