

MOYER DISTRICT LIBRARY BOARD MEETING MINUTES

January 8, 2025 at Moyer District Library

Trustees in attendance: Heather Killian, Erin Nuss, Joy Zimmerman, Tena Kincaid, Sue Walker

The meeting was called to order by Joy Zimmerman at 5:30 PM.

Public Comment

None

Agenda Additions

None

Minutes

The minutes from the November 13, 2024 meeting were read. Tena Kincaid moved to approve the minutes from November 13 and Sarah Lutterbie seconded the motion. All board members approved the minutes.

Communications

The library received many generous donations this month.

A recent communication with the local police department was summarized.

Collaborated with the local American Legion on space for Christmas Box Sign ups.

Building and Grounds

Trees were recently trimmed on the North end of the parking lot. CY Electric provided a quote for repairing the drop box light.

Building and Grounds will discuss the lighting situation by the drop box and bring a recommendation to the board on what to do with the sign.

Policy and Personnel No report.

Long Range Planning

The furniture in the adult section is the major priority at this time. Comfort and cleanability. Jess is pursuing some quotes for furniture.

Finance

The November financial report was reviewed by the board. Erin Nuss made a motion to approve the November Financial Report. Sue Walker seconded the motion. All members voted to approve the November Financial Report.

The December financial report was reviewed by the board. Erin Nuss made a motion to approve the December Financial Report. All members voted to approve the December Financial Report.

The board discussed the IMRF audit and the finding that we will need to budget for two additional staff members to be paid the IMRF rate.

The new cleaning service, VKleans, will bill the library for cleaning services.

Librarian's Report

Please see attached for the full report.

Old Business

Securitas bills are still confusing.

Joy Zimmerman made a point of thanking the board for stopping in to wish the employees a happy holiday—it was well received by staff.

Reminder to the board members that they need to complete Sexual Harassment Training.

New Business

Finance needs to schedule a meeting.

Policy and Personnel to schedule a meeting.

Andi Killian will email the dates and times of already scheduled meetings and will coordinate scheduling the Finance and Policy/Personnel needed meetings sometime this month. Friends of the Library update—they need a leader—Sue Walker will follow-up with Jess about how the board can support them.

Adjourn Meeting

Erin Nuss moved to adjourn the meeting at 6:30 PM. Tena Kincaid seconded the motion. All members approved.

Respectfully submitted,

Erin Nuss, Secretary of Moyer District Library Board