

Eureka Public Library Board of Trustees Regular Meeting

Date: January 27, 2025

The Regular Meeting was called to order by President Don Whitman at 6:30pm

Members present:

Don Whitman
Sandi Sylvester
Marj Crowe
Jane Burke
Tim Martin
Robin Robinson

Members absent:

Lisa Reinmann

Staff Present:

Angela Roberts

Approval of items on the Consent Agenda: It was moved by Trustee Robinson and seconded by Trustee Martin to approve the minutes from the regular meeting held November 25, 2024. The motion passed unanimously.

Financial Report and approval of: A correction was made: It was moved by Trustee Martin and Seconded by Trustee Reinmann in November for the approval of the Financial Report. It was moved by Trustee Robinson and seconded by Trustee Martin to approve the financial report from the regular meeting held November and December 2024. The motion passed unanimously. The monthly disbursement for November 2024 was \$42,738.06 and December was \$41,467.13

Committee Reports:

Building: There was no post office report tonight (the board gave a celebratory ovation upon hearing this news). Trustee Robinson gave a building report and a review of LTC Grant Sound and Signage Proposals. There are two bids for signage in the library. Pipp Printing was \$5,258 + tax. They sent pictures of signage and details about them. Martin Signs bid \$3,650. They didn't return emails and calls and didn't send any pictures of the product. They seem very unreliable. For the Sound Panels: Thompson Electric's bid of \$4,898.96 covered 10 panels of varying sizes being 2 panels, 1 inch thick, and we install them. Advanced Audio and Lighting's bid was \$2,694.00 for 11 acoustic panels and they will install all.

Finance: Trustee Burke gave the report. We are 38% of the way through the fiscal year and have used 33% of the budget. Koch's final bill will be in January. When Lisa gets better, we will have a meeting on moderations. Cindy has noticed mistakes in the end of line reports each month by CLA Accounting. She will be looking into this.

Friends of the Library: There are three new lifetime memberships on the plaque. There will be a quarter auction on Tuesday, February 18 to raise money for the Friends of the Library. It will be at the Bowling Alley. Doors open at 5pm, Auction at 6pm. If you would like to donate items to be auctioned, please drop off at the library.

Library Services: Angela read Gennifer's report of all the events that have been happening this month in the Adult part of the library. There will be a Winter Reading Challenge. There will be a Fiber Arts night where patrons can bring any kind of craft to work on involving yarn, material, etc that is "fiber". An Evening with James McBride is scheduled for Feb. 4th. February Recipe Swaps will be about "Quick and Cozy" recipes. Angela reported the Children's Library has been busy, as usual. Angela will be starting an "All About Me" activity with Davenport students. Sweet Saturdays with Miss Allie has been very well received by working parents who enjoy doing a library activity with their child on a Saturday. Angela has gotten many comments from parents who love all the screen free activities here at the library. Busy Bags have been really popular.


Librarian's Report: Angela gave the Director's Report. The EBA Holiday Stroll was busy with gift check sales of \$15, 240 and \$3,040 bonus dollars. The Holiday Home Tour went well. Numbers were down a bit due to icy weather but we had many people come through that night and the week following to view the display. Angela has accepted the job of Associate Director. The title was changed to lessen confusion with Rachael's "Assistant to the Director". Cindy will start training Angela so she will be prepared if Cindy would be gone unexpectedly for any reason. On January 7th the staff had a Dementia Training led by Dr. Gary Knepp. We will be receiving window clings stating the library is a Dementia Friendly Business. There was also training on where the electricity, water, and gas shut off valves are. This information was added to the Disaster Plan. The orange binder on Sexual Harassment is ready for all trustees to review and complete a new certificate. IRS mileage is now 70 cents per mile. The library launched automatic renewals in December. Also, patrons appreciate no fines except on Hot Spots. The library has new library application cards that are simpler and also let patrons designate someone who is allowed to pick up articles for them. Angela, Gennifer, and Cindy met January 6th to review the current Strategic Plan. 2025 is the last year in this plan and things they want to concentrate on is reaching new patrons through real estate agents, distributing a handbook of local financial/legal resources to community partners, finish the grant and install signage and sound panels, releasing more post event pictures, reaching out to EBA members to possible present programs, and doing more interactive/trendy displays. Cindy will be talking to us about another grant opportunity: Digital Equity grants. These are larger grants with a minimum funding of \$30,000. The library will be turning 95 on July 5, 2025. July will have lots of birthday related activities as well as starting to plan for our 100th in 2030.

Old Business:

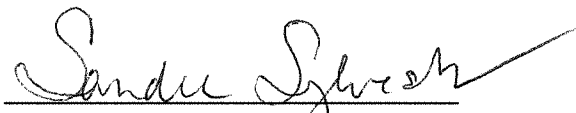
New Business: After discussion, Trustee Robinson made a motion to approve Revision to Emergency Succession Policy. Trustee Burke seconded. The motion passed unanimously. After discussion, Trustee Crowe made a motion to approve Revision to By Laws. Trustee Martin seconded. The motion passed unanimously. After discussion, Trustee Sylvester made a motion to approve Pipp Printing for signage. Trustee Burke seconded. The motion passed unanimously. After discussion, Trustee Robinson made a motion to approve Advanced Audio and Lighting for sound panels. Trustee Martin seconded. The motion passed unanimously. Trustee Martin was appointed to take the Open Meetings Act Training. The Board recognized there were no closed meetings held July-December 2024. After review, Trustee Crowe made a motion to keep any minutes of previous closed meetings closed and to destroy the audio recording of the May 22, 2023, closed meeting (which is now over 18 month old). Trustee Burke seconded. The motion passed unanimously.

Announcements:

Adjournment: Being no other business, Trustee Sylvester moved to adjourn the meeting at 7:20 p.m. The motion was seconded by Trustee Martin and approved unanimously.



President



Secretary

The above is the unofficial summary of business transacted by the Eureka Public Library Board of Trustees. This summary will be reviewed and approved at the next regularly scheduled meeting of the Board of Trustees.