



Board of Trustees

Kenneth A. Bearden
Carolyn A. Harris
Maria L. Lanstra
Paula E. Neuman
Janice C. Wilson

Library Director

Laura Gramlich

The regular meeting of the Board of Trustees of the Bacon Memorial District Library was held at the Library on **Monday, January 9, 2023 @ 3:30 p.m.**

PRESENT: Members: Kenneth Bearden
Carolyn Harris
Maria Lanstra
Paula Neuman
Janice Wilson
Library Director: Laura Gramlich
Administrative Assistant: Joann Hedger

- I. The regular meeting was called to order at 3:30 pm by President Lanstra.
- II. **MINUTES** Motion to approve the minutes from the December 12, 2022 regular board meeting moved by Janice Wilson, seconded by Carolyn Harris.
Without exception, roll attached
- III. **HEARING OF THE PUBLIC** There were no members of the public in attendance.
- IV. **REPORTS**
No questions or comments
Janice Wilson made a motion to accept the Director's & Staff Reports, Carolyn Harris seconded. Without exception, roll attached
- V. **UNFINISHED BUSINESS**
 - A. **Front Porch Repair & Staff Entrance**
 - B. **Renovation of the Main Library** Laura, Maria, and Paula will be on the renovation committee to start. They will schedule a meeting to discuss first steps. Additional people from the staff, Friends group, and members of the public will be added to the committee down the road.
 - C. **Grace Powell Donation**
 - D. **Replacing Board Member**
 - E. **Audit Report**
Janice Wilson made a motion to accept the Audit report for FY 2021-2022. Carolyn Harris seconded.

AYES: Bearden, Harris, Lanstra, Neuman, Wilson NAYS: none
Motion passed

VI. NEW BUSINESS

A. Amended Budget

Janice Wilson made a motion to approve the amended budget as presented, Carolyn Harris seconded.

AYES: Bearden, Harris, Lanstra, Neuman, Wilson NAYS: none
Motion passed

B. Director's Evaluation Laura will get her self-evaluation to the Board members by January 30, 2023, along with a blank copy of the evaluation form.

C. Main Library Windows Laura reported to the Board that there is wood rot in varying degrees in all the windows on the Vinewood side of the library. She received a quote for \$39,675.00 from Adkins & Sons to replace the 8 windows. She also reported that upon investigation, the windows in the multipurpose room are fine, but have never been stained and sealed. She received a quote of \$2,500.00 from On the Wall Painting to have this done.

Janice Wilson made a motion to approve the price of \$39,675.00 to replace the 8 windows in the main library as well as the price of \$2,500.00 to stain and seal the windows in the multipurpose room. Carolyn Harris seconded.

AYES: Bearden, Harris, Lanstra, Neuman, Wilson NAYS: none
Motion passed

VII. BOARD MEMBER CONCERNS

Janice Wilson noted that the IRS's standard mileage rate recently increased.

VIII. FINANCIAL REPORTS

Janice Wilson made a motion to approve expenditures of \$62,552.00 representing pay roll, checks written and bank debits from December 8 – January 4, 2023. Carolyn Harris seconded.

AYES: Bearden, Harris, Lanstra, Neuman, Wilson NAYS: none
Motion passed

IX. COMMUNICATIONS

None

X. ADJOURNMENT

Janice Wilson made a motion to adjourn the meeting; Carolyn Harris seconded it. Meeting adjourned at 4:12 p.m.

The next meeting will take place on Monday, February 13, 2023 at 3:30 p.m.

Joann Hedger,
For Kenneth Bearden, Secretary
January 9, 2023