



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, February 13, 2023 @ 3:30 p.m.**

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

- I. The regular meeting was called to order at 3:30 pm by Vice President Wilson.
- II. **MINUTES** Motion to approve the minutes from the January 9, 2023 regular board meeting moved by Carolyn Harris, seconded by Paula Neuman. Without exception, roll attached Excused: Lanstra
- III. **HEARING OF THE PUBLIC** There were no members of the public in attendance.
- IV. **REPORTS**
Laura will be putting the topic of the roof on March's agenda.
Carolyn Harris made a motion to accept the Director's & Staff Reports, Paula Neuman seconded. Without exception, roll attached Excused: Lanstra
- V. **UNFINISHED BUSINESS**
 - A. **Front Porch Repair & Staff Entrance**
 - B. **Renovation of the Main Library** The renovation committee met and had a preliminary discussion about the types of patrons they'd like to have join the committee in the future. The committee will be meeting with two designers in the coming weeks.
 - C. **Grace Powell Donation**
 - D. **Replacing Board Member** Carolyn Harris said she will look into using the city's application for anyone interested in applying to be on the board.
 - E. **Director's Evaluation** The Board will go into closed session after the regular meeting adjourns to discuss Laura's evaluation.

VI. NEW BUSINESS

A. Annual Report FY 21-22

B. Carpet Cleaning Laura would like to have the carpets cleaned May 10th 2023, so the library would need to be closed that day.

Carolyn Harris made a motion to approve having the carpets cleaned and closing for the day on May 10, 2023; Paula Neuman seconded.

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

C. Librarian Position Laura presented to the Board that Jakki Malnar/Historical Librarian would like to start working part-time hours. Laura would also like to hire an additional full time youth librarian, to help with programming and to work the desk hours needed if Jakki were to move to part time. The Board would like to discuss this further at the next meeting and asked Laura to include these changes in the salary budget for next year.

VII. BOARD MEMBER CONCERNS

None

VIII. FINANCIAL REPORTS

Carolyn Harris made a motion to approve expenditures of \$139,649.56 representing pay roll, checks written and bank debits from January 5 - February 8, 2023; Paula Neuman seconded.

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

IX. COMMUNICATIONS

None

X. ADJOURNMENT

Carolyn Harris made a motion to adjourn the regular meeting; Paula Neuman seconded it. Meeting adjourned at 4:00 p.m. The closed session to discuss Laura's evaluation then adjourned at 4:45 p.m.

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

Joann Hedger,
For Kenneth Bearden, Secretary
February 13, 2023