

The February 12, 2025 meeting of the Library Board of Trustees was called to order at 5:09 p.m. Members present were Lora Allen, Michael Iten, and Mary Young. Also present was Betsy Halvorsen.

**Minutes:** The minutes of the January 8, 2025 meeting were approved on a motion by Lynda Lowe, seconded by Michael Iten, and carried unanimously.

**Treasurer's Report:** Attached. The board was presented with journal entries that were done based on the completed audit. The entries were approved on a motion by Tracy Martorana, seconded by Michael Iten, and carried unanimously.

**Approval of Bills:** Bills for February, totaling \$14,378.89 were approved on a motion by Lora Allen, seconded by Tracy Martorana, and carried unanimously.

**Director's Report:** Attached.

### **Old Business:**

- **Website Redesign:** The website should be up and running in the next couple of weeks. Betsy Halvorsen met with the design team to go through each page and is waiting to review the changes.

### **New Business:**

- **FFRPL Final Report:** The board approved the FFRPL Grant final report on a motion by Lora Allen, seconded by Tracy Martorana, and carried unanimously. Betsy Halvorsen will submit the signed report.
- **Facilities Update:** The facilities committee met with PJ Fannon and Brian Foeller on Wed. February 2. The back entrance has been mostly resealed. There are a couple of spots that still need caulking in the better weather. One boiler problem has been repaired. Another pump will need to be replaced but the library should not experience any issues with heat. The library will also need new thermostats, which will help with maintaining heat. Bathroom repairs are being added to the school budget for the upcoming year – an estimated 200,000 – to re-route the pipes and waterproof the foundation.
- **Annual Report Summary:** The board approved the 2024 Annual Report on a motion from Tracy Martorana, seconded by Michael Iten and carried unanimously.
- **Community Survey Questions:** The board made suggestions to the proposed community survey. Betsy will make appropriate updates and be ready to discuss at the next board meeting.
- **Trustee Training:** Betsy Halvorsen requested the training forms signed by all trustees for 2024 training requirements.

### **Other**

- **Chairs:** Betsy Halvorsen will look at purchasing stackable folding chairs to replace the chairs currently used for programs.
- **Garden Club:** The board determined the Garden Club can maintain the planters outside the library. They will set up a meeting with Betsy Halvorsen before the holidays to determine which decorations need to be replaced. The library will refund money used to refresh decorations.

- LOSA Meeting: Betsy Halvorsen shared a memo from the Law Offices of Stephanie Adams detailing the upcoming work they'll be doing for the library related to policies.

The meeting was adjourned at 6:33 pm on a motion by Lora Allen.