

Augusta Memorial Public Library Board Meeting Minutes
Monday, Oct 21, 2024, 5:30 pm

Meeting called to order at 5:30 pm by Bunny Turner

Present: Rebecca White Body, Barb Johnson, Brenda Pettis, Bunny Turner, Patricia Wessel

Also present: Leslie LaRose

Absent: Polina Kudelina, Korinne Wiese

Quorum Present

Open Meeting Law Compliant

Agenda Approved : Motion made by Brenda, seconded by Bunny

Minutes from Sep. 26, 2024 Approved: Motion made by Barb, seconded by Bunny

Financial report:

1. Electric bills have been significantly lower due to the new lighting; Leslie anticipates a \$2000 surplus in that budget item by the end of the year
2. She also anticipates an approximately \$10,000 budget surplus for payroll by the end of the year due to staff transitions; she proposes using about \$1500 of the surplus to digitize yearbooks, which are in high demand but have become too fragile for patrons to handle.
3. The Board acknowledged this report.

Director's report:

1. Another child has completed 1000 Books Before Kindergarten.
2. The Library currently has four magazine subscriptions, costing about \$250/year. Because they rarely circulate, and because magazine access is still available through Libby and other libraries, Leslie will let the subscriptions lapse.
3. Lindsey Clark was hired to fill the second Library Clerk position.
4. The Board acknowledged this report.

Friends of the Library report

1. The Friends didn't meet so there's no official report. However, Leslie informed the Board that the Friends have donation letters ready to mail, and they'll be sent out either later this week or early next week.

Story Walk

1. The mayor requested that the Story Walk panels be removed from their current location in the park on G. He proposed moving them to the Senior Center, but they're too large for the space. Instead, Leslie proposes donating them to the Augusta Elementary School and purchasing smaller panels for the Senior Center if the Center wants them.
2. Bunny suggested that Brenda speak to someone at the school to see if it can accept the panels.

Strategic Plan

1. The Board reviewed the draft of the 2025-2029 Library Strategic Plan.
2. Barb motioned to accept the plan, Brenda seconded, all approved.

Circulation Policy

1. Leslie proposed a few changes in wording for clarity and removing sections that described procedures rather than policies. The revisions clarify that patrons must reschedule a missed pickup within 24 hours or the items will be checked back in and reshelfed.
2. Bunny motioned to approve the revisions, Patricia seconded, all approved.

Privacy Policy

1. No changes were proposed, so the Board acknowledged the review. .

Institutional Card Policy

1. No changes were proposed, so the Board acknowledged the review.

Outreach Policy

1. No changes were proposed, so the Board acknowledged the review.

Payout of Director vacation hours

1. Leslie proposed paying out 3 weeks of vacation time, equivalent to \$2700. This could be paid out from the current \$10,000 budget surplus for payroll instead of being added to next year's budget.
2. Bunny moved to pay the \$2700 from this year's payroll budget, Brenda seconded, all approved.

Budget

1. The Board reviewed the proposed 2025 Library budget.
2. Barb moved to approve the budget, Brenda seconded, all approved.
3. The City will consider the budget at a meeting on Oct. 30 at 1:00 pm; Board members are encouraged to attend.

Library space needs

1. The Board decided to table bringing proposals for a new Library site to the public for about six months.

Meeting adjourned at 6:35 pm

Minutes taken and typed by Rebecca White Body