

## Minutes of the Bayfield Carnegie Library Board of Trustees Meeting

Library Board of Trustees Meeting: Wednesday, August 21st. Called to order at 4:03 pm.

### ATTENDANCE

Present: Mary Lynch as president, Teresa Weber, Shyam Gray, Linda Georgeson, Bill Bland, Vicki Redenbaugh, Ryan Hogan

### MINUTES

Motion to approve the minutes of the July meeting made by Georgeson, seconded by Redenbaugh. **Motion Carried.**

### FINANCIAL REPORT

- Unemployment at 112% of annual budget. The library pays a percentage of city employees wages when they are working on library grounds.
- Checking balance at \$28,000. The library portion of the payment for lamp posts and carpet will be paid for from the checking account.
- Library staff training costs are paid for from city funds.
- Lights are being paid for by transferring \$9,395 from the checking fund into the CIP fund.
- \$10,409 for carpeting is being paid for from the checking acct. BSL, and the City CIP.

Motion to approve the financial reports and bills and to pay the bills made by Georgeson, seconded by Bland. **Motion Carried.**

### LIBRARIANS REPORT

- Library usage high in July
- The library building is 41,000 sq. ft. and the ADA recommends 10 parking spaces total including 1 handicapped space. The city is planning on marking parking lot lines on the lower lots and will paint lines in our parking lot at the same time. A request is being made to have two parking spots reserved as short term parking for library patrons on North Broad St.
- 2 of 3 fans have been installed
- Painting has been completed in 2 rooms. The large meeting room still needs to be done.

## CONTINUING BUSINESS

- NWLS did not merge to form NICE
- A quote has been received for the refinishing of the exterior doors. The interior doors will need to be addressed later.

Motion to proceed with doing the exterior face of the exterior doors and to explore particle board or plywood to secure the foyer made by Bland, seconded by Georgeson. **Motion Carried.**

- Teresa presented the budget packet to the city staff. Changes were made and it was decided to pay \$1/hour additional to each library staff member except Laura will receive a little more. No cost of living increase will be issued for support staff but will be proposed for the Director.
- The Building Strong Libraries grant was approved for 2025 for tuckpointing the brick and new meeting room chairs.

## NEW BUSINESS

Motion to approve the Library of Things Liability Waiver and Borrowing Policy made by Redenbaugh, seconded by Gray. **Motion Carried.**

Motion to form an informal committee to plan the next fundraiser made by Georgeson, seconded by Gray. **Motion Carried.**

## FUTURE AGENDA ITEMS

- Recreate a Friends of the Library group
- Members for the informal committee

The next meeting is scheduled for Wednesday, September 18th at 4 pm.

Motion to adjourn the meeting made by Hogan, seconded by Georgeson. **Motion Carried.**

Meeting adjourned at 5:26 pm.

Respectfully submitted,

Shyam Devi Gray