



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, April 10, 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** It should be added into the March minutes that Jakki's request for part time employment was denied.
Motion to approve the amended minutes from the March 13, 2023 regular board meeting moved by Kenneth Bearden, seconded by Carolyn Harris.
Without exception, roll attached
- III. **HEARING OF THE PUBLIC** There were no members of the public in attendance.
- IV. **REPORTS**
Kenneth Bearden 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** Tom Roberts was supposed to attend, but instead phoned in to talk about his meeting with Brian.
 - B. **Renovation of the Main Library** There will be two more designers lined up to come and meet with Maria, Paula, and Laura in the near future.
 - C. **Grace Powell Donation**
 - D. **Replacing Board Member**
 - E. **FY 2023-24 Budget – Salaries** The Board looked this over and noticed there was a correction to be made to Jayne's salary. **Kenneth Bearden made a motion to approve the FY 2023-24 Budget-Salaries, Carolyn Harris seconded it.**
AYES: Bearden, Harris, Lanstra, Neuman, Wilson NAYS: none

Motion passed

VI. NEW BUSINESS

- A. Maintenance Position** It was decided we will continue to do what we have in the past, and call Jim K. in if we have a few things that need to be fixed.
- B. Local History Librarian Position** Laura will create a new job description for a part time reference librarian position, and then will email it to the Board members. If there are no objections, Laura can then post for the position with the wage of \$25.00 an hour. If this new position can be filled, then Jakki can go to part time as well.
- C. Budget FY 2023-24** After discussion, it was decided that Laura should put more money into the budget for repairs.

VII. BOARD MEMBER CONCERNS There was discussion about the basement windows and the plaster on the ceiling and stairwell and getting quotes to repair these two items in the future, perhaps getting glass block windows for the basement.

VIII. FINANCIAL REPORTS Kenneth Bearden made a motion to approve expenditures of \$81,120.41 representing payroll, checks written and bank debits from March 9 – April 5, 2023. Carolyn Harris seconded.

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

IX. COMMUNICATIONS

None

X. ADJOURNMENT

Kenneth Bearden made a motion to adjourn the regular meeting; Carolyn Harris seconded it. Meeting adjourned at 4:59 p.m.

The next meeting will take place on Monday, May 8, 2023 at 3:30 p.m.

Joann Hedger,
For Kenneth Bearden, Secretary
April 10, 2023