Greenwood Area Library Board Meeting Minutes

November 11, 2024 at 4 p.m. Greenwood Area Library

1. Call Meeting to Order-Meeting called to order at 4:01pm by Joe Green. Members present: Joe Green, Cheri Lenz, Sylvia Weaver, Deanna Jordan, Jereld Block, Barb Ashbeck, Kayla Schar, Amber Brill and honored guest Dave Hansen.
2. Action Item: Approval of minutes for October 10, 2024-Motion to approve made by Cheri, seconded by Barb. All Ayed. Motion carried.
3. Director’s Report:

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| **Circulation** | Oct= 1767 / +78 LY |  |
|  |  | YTD= 18382/ +1594 LY |
| **E Circ** | Oct= 512/ +10 LY |  |
|  |  | YTD= 5005/ -170 LY |

Amounts before November payroll.

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| **Forward Financial Account Balances** | **State of WI Account Balances** |
| Savings $22,134.95 as of Nov. 6 | LGIP Memorial Fund $5,379.97 |
| CD (239) $13,232.03 | 11 Month CD (338) $10,495.77 |
| Lib Exp (368) $8,651.34 | 11 Month CD (353)$5,247.88 |

Financials

Action Item: October Expenses, Account Balances, MTD income/expenses, check approval-Amber disccused financials. Motion to approve made by Sylvia, seconded by Cheri. All Ayed. Motion carried.

1. Trustee Essentials

TE-25 discuss-Amber went over bullet points of Liability Issues.

1. Library Business

Action Item: Discussion and possible action to approve reimbursement to City of Greenwood for Grant Writer-Motion to approve payment to city for Grant Writer. Payment will be: $8,000 out of Library Expansion (368) and $5,000 out of LGIP Memorial Fund with the agreement that the Memorial fund will be replenished when one of the 11 month CD’s matures in Sept. 2025.

1. Personnel Committee Report

Action Item: Discussion and possible action to Approve Staff wages for 2025-Motion to approve 2025 Staff Wages made by Kayla, seconded by Cheri. All Ayed. Motion carried.

1. Budget Committee Report

Action Item: Discussion and possible action to Approve 2025 Library Budget to take to Finance Committee-Discussion had on Library Revenues not previously being budgeted. Motion to approve 2025 Library Budget to take to City Finance Committee made by Barb, seconded by Jerry. All Ayed. Motion carried.

1. New Business

Action Item: Discussion and possible action on LTC grant to remodel/expand Restroom-Amber explained of 3rd round of LTC Grant, desire to renovate current non-ADA compliant restroom with grant. Motion to approve Amber writing grant asking for $20,000 so long as the estimates from Mark Gardner come in under $25,000.

1. Board Member Reports-Cheri Lenz announced that she will be resigning from the board as of December 31st, 2024.
2. Set next Meeting date & time-January 9th at 4pm
3. Action Item: Adjourn-Motion to adjourn made by Barb, seconded by Cheri. All Ayed. Meeting adjourned at 4:43pm.