



**Board of Trustees – Regular Meeting
Hussey – Mayfield Memorial Public Library
Thursday, September 21, 2023**

A regular meeting of the Board of Trustees was held on September 21, 2023, beginning at 6:32 PM.

Members of the Board physically present included Ed Cambra, Chris Squier, Colleen Hittle, Rebecca Carter, Christina Hage, and Julie Whitman. Monty Korte, ex-officio; Kristin Shelley, Executive Director; Kimberly Lane, Director of Operations; Kaki Garard, Director of Advancement; Ashtan Bennett, Branch Manager; Crystal Ward, Teen and Adult Services Department Head; Rhys Weber, TAS Librarian; Anne Stewart, TAS Librarian; Julie Bigler, Circulation Department Head; Laura Gangstad, Makerspace Specialist; Virginia Hilbert, Marketing Director; and Sarah Childs, Technical Services Department Head were also present. Christina Hage, Vice President, presided.

SECRETARY – Minutes

Upon motion duly made by Julie Whitman, seconded by Rebecca Carter, and being unanimously approved, the Board of Trustees approved the minutes of the Regular Meeting held August 21, 2023.

TREASURER – September Claims

Upon motion duly made by Ed Cambra, seconded by Rebecca Carter, and being unanimously adopted, the Board of Trustees authorized and directed the payment of the outstanding claims to date for September 2023, as reviewed, approved, and audited by the Director of Operations, and approved for payment by the Treasurer.

STAFF REPORTS

Ashtan Bennett – Branch Update

Ashtan Bennett shared the current state of the construction project. Landscaping will begin shortly at the site. Doors are being installed to allow for inspection and continued work on the interior finishes. The top layer of asphalt as well as parking lot striping will happen next week. Ashtan and Jim Schaller will visit the site to clear some low hanging limbs that biker riders have brought to our attention.



Kaki – Fundraising Update

Kaki Garard highlighted the success of the Polo Match event and her goals for the event were met. The event did bring in about \$1300. She discussed the Community Foundation matching grant; we have raised nearly \$18,000 of our goal at this point and have several weeks remaining. Kaki gave each board member information to share with friends about the giving opportunities with the library. Monty Korte discussed the expectation that each of the board members would give but the amounts were not of importance. The strength is being able to say that library leadership has 100% supported the efforts.

PRESIDENT'S REPORT

COMMITTEE REPORTS

Infrastructure Committee

Upon motion duly made by Ed Cambra, seconded by Chris Squier, and being unanimously approved, the Board of Trustees approved Kristin Shelley to sign a contract with eKeeper Systems to provide IT support for the library beginning December 2023 when the current contract ends.

Ed Cambra requested that the contract clarify when eKeeper personnel will be on-site and where server backups are stored.

Policy Committee

Upon motion duly made by Chris Squier, seconded by Julie Whitman, and being unanimously approved, the Board of Trustees approved the 2024 Holiday Schedule and Operating Hours, Internet Use, Laptop Checkout policies as presented.

The Board of Trustees reviewed the suggested updates to the Board Bylaws. There will be a vote on these changes at the October meeting. The motion that appeared on the agenda has been tabled until October.

Personnel Committee

Upon motion duly made by Chris Squier, seconded by Colleen Hittle, and being unanimously approved, the Board of Trustees approved the hiring of Rhys Weber as Teen and Adult Librarian at the pay rate offered.

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DIRECTOR'S REPORT

Budget Update

Kristin Shelley reviewed the proposed 2024 budget and responded to questions from the board. The public hearing was held prior to the regular meeting, and the board will vote to adopt the 2024 budget at their October meeting.

Insurance Rate Change

Kristin Shelley shared that insurance rates through WorkSmart Systems increased by 6.5% and the proposed 2024 budget will support that increase.

The board asked staff to inquire about the quotes and see if the library can have access to this level of detail. The staff will also review the contract with WorkSmart to see when it ends.

Excess Levy Appeal

Kristin Shelley shared the advice to the board from Niki Franklin on how best to proceed with the excess levy appeal. Niki has prepared all of the documents and the board needs to approve so this can be submitted to the DLGF for consideration.

Upon motion duly made by Julie Whitman, seconded by Ed Cambra, and being unanimously approved, the Board of Trustees approved the Petition to Appeal for an Increase Above the Maximum Levy.

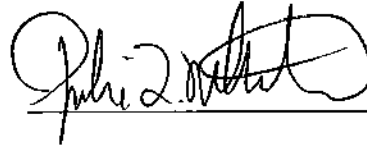
Other Business

NEXT MEETING

The next regular meeting of the Board of Trustees will be Thursday, October 19, 2023, in the Hussey Room.

HUSSEY-MAYFIELD
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Adjourn

*Upon **motion duly made** by Julie Whitman, seconded by Colleen Hittle, and being adopted, it was resolved that there being no further business, the meeting adjourned at 7:37 PM.*



Julie Whitman, Secretary

September 2023 Library Board: Colleen Hittle, Ed Cambra, Molly Hanlon, Christine Squier, Christina Hage, Rebecca Carter, and Julie Whitman; Monty Korte, ex-officio