



Board of Trustees

Meeting Minutes for

February 19, 2025

1. Call to Order: President St.Myers called the meeting of the McMillan Library Board of Trustees to order at 5:00p.m.

2. Roll Call:

Board Members:

Andrea Galván

Dennis Martin

Ryan Austin

~~William Clendenning~~: excused

Evan O'Day

Karen Schill

Ron Rasmussen

Scott Kellogg

~~Conni O'Keefe~~: excused

Emily Kent

~~Susan Feith~~: excused

Elizabeth St.Myers

Administration: Claire Parrish, Interim Director

Others in Attendance: Kevin Fangman, patron

3. Open Meetings Declaration: President St.Myers established that this was a public meeting and appropriate public notice with Zoom access was given.

4. Public Comment: None

5. Approval of Previous Minutes

Motion by R. Rasmussen to approve minutes of the January 7, 2025 Special Board Meeting, the January 15, 2025 Board meeting, the January 20, 2025 Search Committee, the January 23, 2025 Search Committee, the January 29, 2025 Search Committee Minutes, the January 30, 2025 Search Committee, the February 4, 2025 Search Committee, and the February 5, 2025 Special Board Meeting. Second by A. Galván. Motion carried unanimously.

5. Treasurer's Report

a. Monthly Finance Reports

Presented by Interim Director Parrish: 2024 Budget mostly wrapped up, over budget by \$39,013, total carryover amount used for 2024 is: \$189,012.80; Invoices were reviewed and an explanation of reimbursement for Endowment budgeted programs was shared.

b. Payment of the Bills

Motion by R. Rasmussen to pay February 2025 invoices and 2024 totals in total amount of \$64,031.04, second by S. Kellogg. Motion carried unanimously.

Motion by R. Rasmussen to pay Endowment total of \$4,727, second by S. Kellogg. Motion carried unanimously.

6. Director's Report

a. Library Use and Events: LENA program has started up again; winter reading programs are all running; great programs to kick off the beginning of the year. Interim Director Parrish has had a

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DRAFT

Subject to

Approval

conversation with Advanced Janitorial addressing some cleaning concerns; Finishing Touch Signs is working on signage corrections; large printer will be moved from the Director office into the upper workroom for easier access.

b. Statistics: Reviewed by Interim Director Parrish, averaged 466 visits a day with over 15,000 check outs in January

c. Miscellaneous

None

d. Meet the Board

None

7. Committee Reports

No committees met in January

8. Unfinished Business

a. Elevator Project: only received one bid, missing affidavit and 5% bid bond which Jewell will work on getting. The bid has been sent to the city attorney for review; questions about the bid will be sent back to the company to provide clarification.

9. New Business

a. Annual Report

Walk-thru of annual report information and data

Motion by A. Galván to approve the Annual Report and Statement Concerning Public Library System Effectiveness, second by D. Martin. Motion carried unanimously.

10. Information Requests

None

11. Items for Next Agenda

None

12. Adjournment

Motion to adjourn by A. Galván, second by S. Kellogg. Motion carried unanimously.

Meeting adjourned by President St.Myers at 6:04pm.

Respectfully Submitted: A. Galván, Board Secretary