

Karl Junginger Memorial Library
Board of Trustees Meeting Minutes
January 22, 2025 @ 5:30 pm

- I. Call to Order & Introductions
The meeting was called to order at 5:30 p.m. Present: Art Biermeier, Diane Graff, Sara Cummings, Miriam Schilling, Cindy Krueger, Susan McDermott, Leslie Fugate, and Kelli Mountford.
- II. Approval of agenda
The agenda was approved as written
- III. Approval of open minutes from November 26, 2024.
The minutes were passed as written
- IV. Correspondence, Appearance, Public Comments
- V. Director's Report
- VI. Unfinished Business
 - A. **Per Board bylaws, the Vice President will step in for the President's absence until voting occurs in May 2025. Vote for Interim VP until voting takes place in May 2025. – Action**
Biermeier moved to close the nominations. Fugate seconded. The motion passed unanimously. Graff moved to nominate Susan McDermott for the interim Vice President. Cummings seconded. The motion passed unanimously.
 - B. **Financial monthly report for November and December 2024 - Action**
Cummings moved to approve the November and December 2024 monthly invoices as presented. Krueger seconded. The motion passed unanimously.
 - B. **2025 Budget – Informational**
Mountford informed the Library Board that without Ashley Wolf and the re-hiring of an Adult Service coordinator, the budget will change. The budget will be brought to the board in February.
 - C. **Furnace update – Informational**
Due to the weather, the furnaces were not installed on the scheduled date. The new date for installation is Monday, January 27th, 2025.
 - D. **Policy 515 Payment wording update – Action**
Cummings moved to update the wording on the library room reservation form as presented. Fugate seconded. The motion passed unanimously.

VII. New Business

A. **Adult Coordinator Staff Position – Informational**

Mountford stated that she was not hiring for a new adult coordinator at this time. She has hired a part-time staff member for circulation only to help with covering desk hours.

B. **2025 Contract for Jefferson County Library Services (due Feb. 1st) – Action**

Cummings made a motion to accept the 2025 contract for the Jefferson County library services. Schilling seconded. The motion passed unanimously.

C. **Policy 706 Volunteer and form – Informational**

Mountford presented the Volunteer policy and volunteer form with small grammatical changes. This policy will be on the February agenda.

D. **Policy 800 Revision of Library Policies – Informational**

Mountford presented the Revision of Library policies with small grammatical changes. This policy will be on the February agenda.

E. **Review and Discuss Library Board Trustee Handbook Chapter 16 “Ethics and Conflict of Interest Laws Applying to Trustees” – Informational**

VIII. Future agenda items – 2025 Budget, 706 Volunteer policy and form, 800 policy, furnace update

IX. Date, place, and time of the next meeting

The next board meeting will be held on Wednesday, February 26, 2025, at 5:30 p.m. in the Hyer Conference Room.

X. Adjournment

Cummings moved to adjourn at 6:02 p.m. Krueger seconded. The motion passed unanimously.

Respectfully Submitted,
Cindy Krueger

