

Lane Memorial Library
Board of Trustees Meeting
February 21, 2024
6:00 PM
Minutes

A. Public Hearing to accept grant: ALA Libraries Transforming Communities: Focus on Small and Rural Libraries grant - \$10,000

- Public meeting called to order at 6:03pm.
- Amanda announced that Julia Verbanic had successfully written a grant. The ALA is awarding us funds to start a library by mail program.
- No members of the public were present to discuss the grant.
- The Board congratulated Julia on her excellent work and had no questions.
- Kim motioned to accept the ALA Libraries Transforming Communities grant of \$10,000. Andy seconded, and it passed with all in favor.

B. Call to Order: The regular meeting was called to order by Kim at 6:07pm

C. Attendance: In attendance were Vice Chair Kimberly Olson, Treasurer Chris Hendry, Secretary Laura Barclay, Trustee Sheila Ewell, and Director Amanda Reynolds Cooper. Alternate Andy Morse was in attendance as well and voting for absent Chairperson, Theresa Evans.

D. Officer's Reports:

- a) Secretary: Kim motioned to approve the 1/17/24 minutes. Sheila seconded, and it passed with all in favor.
- b) Chairperson – Patron complaint re: Anti-Valentine's Day event for teens. The complaint was reviewed. Amanda will write a response and share it with the Chair and Vice Chair before sending.
- c) Treasurer: The report was reviewed.

E. Librarian's Reports

- a) Director: The report was reviewed
- b) Monthly Financial: The reports were reviewed.
- c) Patron Services: The report was reviewed.
- d) Bibliographic Services: The report was reviewed.
- e) Systems: The report was reviewed.

F. Old Business

- a) Staff – Director Evaluation: All trustees will share written details to be compiled into a written review to be shared with Amanda in writing prior to the March meeting.
- b) Building and Grounds – HUB Update: Amanda shared renderings of the community center and cost estimates. A final version to follow.

G. New Business

- a) Financial – Community Experience Librarian candidates:
 - (i) Reimbursement for travel: Chris motioned to reimburse travel costs up to \$1,500. Sheila seconded, and it passed with all in favor.
 - (ii) Authority for Amanda to negotiate salary up to a certain limit set by the Trustees: Sheila motioned to negotiate salary. Laura seconded, and it passed with all in favor.

H. Acceptance of Donations

January donations:

\$9,265.75 from Friends of the Library and \$478.25 income from Trust funds. Chris motioned to accept January donations. Andy seconded, and it passed with all in favor.

I. Summary of Decisions Made:

- Motion passed to accept ALA libraries Transforming Communities grant of \$10,000.
- Motion passed to accept January minutes.
- Motion passed to reimburse travel costs up to \$1,500 for all second interview candidates.
- Motion passed to allow Amanda to negotiate salary with top candidate.
- Motion passed to accept \$9,265.75 from Friends of the Library and \$478.25 income from Trust funds.
- Motion passed to adjourn.

J. Next Meeting- March 20, 2024

K. Adjournment: Chris motioned to adjourn at 7:20pm. Andy seconded, and it passed with all in favor.