

Brodhead Memorial Public Library
Thursday, June 13, 2024

The Brodhead Memorial Public Library Board of Trustees was called to order by President Ann Anderson at 4:02. The following members were in attendance: Troy Nyman, Nancy Nettesheim, Kirsten Novy, Sabrina Meichtry, Cori Clark. Troy Nyman has replaced Jill Baxter as the City Council representative. Katrina Dunlavy joined via Zoom. City Council Representative Nick Burkhalter was also present at the meeting.

A motion was made by Kirsten Novy to approve the consent agenda and to deviate from order as necessary. Cori Clark seconded. The motion passed.

A motion to approve the minutes from May 9, 2024, and May 17, 2024, was made by Kirsten Novy and seconded by Sabrina Dunlavy. The minutes were approved as amended. Motion passed.

The Director's Report included four financial updates. \$196.36 was deposited in the Bank of Brodhead from petty cash. \$160.00 was sent as an anonymous donation to City Hall. \$824.83 was a reimbursement for Sarah Carpenter's attendance at WLA.

Building updates included new software for booking the rooms at the library. The library received a grant for RFID tagging of books. This includes two tagging stations and 20,000 tags. Midwest Solar Power will provide a quote for equipping the library with solar panels.

The patron counter stopped working and a new one was purchased for \$414.00.

After much discussion with various HVAC providers, the best long term solution to the problems the present unit is creating is to remain with ProStar for eight years and then start with a new company.

Other topics included patron suggested improvements, movie night with Better Brodhead, and activities for June and July.

Kirsten Novy made a motion to approve the Director's Report. Ann Anderson seconded. The motion passed.

The next order of business was the transfer of library funds. The first installment of the endowment has been transferred to the SCLS Investment Fund. The second installment will be used in the following manner: money equal to the amount cut from the book purchases to help balance the budget will be reinstated for book purchases; \$2200.00 will

be earmarked for launch pads. The remainder, \$200,00.00, will be put in the SCLS Investment Fund.

A motion to transfer \$200,000.00 of the endowment to the SCLS Investment Fund was made by Ann Anderson and seconded by Kirsten Novy. The following trustees voted aye: Clark, Dunlavy, Meichtry, Novy, Anderson, Nettesheim. Motion passed.

A discussion was held on using some of the endowment to create a bathroom near the children's area of the library. Kirsten Novy made a motion that the Director get three quotes for the construction of a bathroom. Ann Anderson seconded. The motion passed.

There were three applications for the Youth Library position. Interviews will be held the third week of June.

The Challenged Materials Policy was reviewed. Ann Anderson made a motion to adopt the policy Kirsten Novy seconded. The policy was adopted.

Sabrina Dunlavy made a motion to adopt the Collection Development Policy. Cori Clark seconded the motion. The policy was adopted.

Future Agenda items include the continued development of our Library Advocacy Policy. Next meeting July 11, 2024.

Ann Anderson made a motion to adjourn. Kirsten Novy seconded. The meeting adjourned at 5:12.

Minutes respectfully submitted by Nancy Nettesheim, secretary