# BROWN COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES MEETING MINUTES

**October 16, 2024 1:30 p.m.**

President Flynn called the meeting to order at 1:30. **Present:** Jeremy Flynn, Alex Geisler, Mary Anne Kerley, Margaret Scranton, Sharon Teefey, Linda Wade, Director Richard Young, **Absent:** Heidi Scott

No public comment

Motion by Kerley, second by Teefey to accept minutes from: **Board of Trustees** meeting, September 18, 2024; and **Board of Trustees Special Meeting** of September 30, 2024. Motion carried.

Motion by Scranton, second by Wade to **pay construction bills** from: Dewberry, $8,398.17; Geotechnics,

$2,159.39; Laverdiere,$364,210.84. Motion carried.

Flynn-yes, Geisler-yes, Kerley-yes, Scranton-yes, Teefey-yes, Wade-yes. Motion carried. Motion by Geisler, second by Scranton to pay the **routine October bills.** Motion carried. October 2024 **Financial Statement** (Budget Analysis & Management Report) - Young September 2024 **Marketing & Events Report** - prepared by Sarah Worstell

September 2024 **Director's Report** - prepared by Young. Monthly statistics of September 2024.

# COMMITTEE REPORTS

* **Finance:**
* **Personnel: Library Custodian position:** Motion by Geisler, second by Teefey to hire Edna Ford per her contract bid, beginning the week of October 21, 2024. Motion carried.
* **Building/Grounds:** Flynn will assign the Building/Grounds Committee to work on a policy of use for the Community Room in the new Library.

# OLD BUSINESS

None

# NEW BUSINESS

*Tabled:* Motion to **change the regular Board of Trustees meeting time** for the remainder of FY25. Building/Grounds Committee to develop a snow removal policy, reporting in November to full board. Motion by Geisler, second by Teefey permitting Young to **purchase a refrigerator** for the new facility Community Room, spending up to $2,000.

Motion by Scranton, second by Geisler to **purchase two Touch2Play Wall Devices** in the amount of

$15,190, plus $699, shipping, with $10,000 of the purchase price being funded from a TFF Library Grant. *Tabled:* purchasing **one Touch2Play Table device** at the price of $8,195, plus $649 shipping to see if there is proper spacing for this unit in the new Library facility.

FYI: Report from the **Landscaping Committee:** suggested design quotes are not all submitted.

# OTHER:

Next regular Board of Trustees meeting will be November 20, 2024, at 1:30 p.m. Board took a quick self guided tour of the new facility.

Meeting adjourned at 2:35 p.m.

Respectfully submitted,

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Marga t W. Scranton, Board Secretary