# BROWN COUNTY PUBLIC LIBRARY DISTRICT BOARD OF TRUSTEES MINUTES AUGUST 21, 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, Linda Wade, Richard Young, Director. **Absent:** Heidi Scott, Sharon Teefey

Motion by Kerley, second by Geisler **to accept the minutes** of the July 17, 2024 Trustees meeting. Motion carried.

Motion by Wade, second by Scranton to **pay the construction bills:** Dewberry - $10,522.92, Laverdiere - $467,442.77, and Our house Antiques - $3,000.00. Motion carried.

Motion by Geisler, second by Kerley to **pay the routine bills.** Motion carried. **Financial Statement** (Budget Analysis & Management Report) - August 2024 - Young **Marketing/Events Report** - July 2024 (prepared by Sarah Worstell)

**Director's Report** - August 2024 - Young Monthly Statistics - July 2024

# Committee Reports:

**Finance Committee:** Notification was received that the Carolyn Lawless Estate includes $250,000 for our library.

# Personnel Committee: None

**Building/Grounds Committee:** None

**New Facility:** Construction is on schedule, exterior landscaping contacts have been made for bids.

# Old Business:

* FYI: **Myers & Myers fee schedule** for our AFR and Fiscal Audit for FY24 were reviewed

# New Business:

* A committee will pursue establishment of a **Library Policy for donated items.**
* FYI: **The Election Calendar Changes** for the Spring 2025 Elections were reviewed. Election packets were distributed to the three Trustees whose terms will be expiring
* Motion by Wade, second by Scranton, **accepting the resignation of Kyle Long** as Library janitor, effective 9/28/24. Motion carried. Personnel Committee is to look for replacement. A job description will be developed.

# Other: None

**Next meeting:** September 18, 2024, at 1:30 p.m. Meeting adjourned at 2:00 p.m.

Respectfully submitted'

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Margaret W. Scranton Secretary