

Princeton Public Library
Regular Meeting of the Board of Trustees
May 22, 2024
Matson Meeting Room

Vice-President Jan English convened the meeting at 7:00 p.m. Roll call attendance:

	Present
Tony Bonucci	
Jan English	X
Drew Russell	
Carolyn Schafer	X
Lauren Smith	X
Lani Swinford	X
Jerry Thompson	X
Eileen Wolfe	
Chris Yepsen	X

Also in attendance: Library Director Julie Wayland and Friends of the Library (FOL) President Karen Towns.

2. Agenda Adoption

Added to the Agenda a special request from Julie Wayland for additional funding under new business.

3. Public Participation

Karen Towns reported the FOL board met on April 29th. March book sale was successful and placement of officers will remain the same. July 25th-26th will be the next book sale. FOL gave the library \$2,500 to digitize a year of newspapers.

4. Minutes of the April 17, 2024, regular meeting were approved with no changes.

5. Treasurer's Report for April 2024.

- Balance Sheet adjusted net funds doesn't include real estate taxes to show true picture. FY23 included accounts receivable property tax.
- Carolyn requested an appraise of the building's value. The bond will be paid off 12/1/2025 and it would be a good time to update the since the building will be paid for - free and clear.
- There was \$10,000 for Children & Youth Services from the Pierson Fund the last three years, but there is only a couple hundred dollars left.
- Building & Grounds and Payroll came in over budget, Carolyn will review payroll numbers.
- The cafe income increased by \$4,600, not including the sponsorships.
- The Auditors have started making requests for FY24.

6. MOTION 24-017 Chris made a motion to approve payment of bills as follows: April 30 in the amount of \$16,856.71, and May 15 in the amount of \$16,366.40 for a grand total of \$33,223.11 Lani seconded the motion, roll call vote:

	Yes	No	Abstain
Tony Bonucci			
Jan English	X		
Drew Russell			
Carolyn Schafer	X		
Lauren Smith	X		
Lani Swinford	X		
Jerry Thompson	X		
Eileen Wolfe			
Chris Yepsen	X		

7. President's Report
No Report.

8. Standing Committee Reports
Building and Grounds will meet in June. Finance, Personnel and Policy did not meet.

9. Director's Report. Julie reviewed her report with the following notes or additions:

- Conxxus slight delay, repair book drop pavement.
- Karen Kloepping will be working this summer to replace Vanessa.
- Jean Lawton a frequent donor to the library passed away. Julie will attend service on Thursday.
- Summer Reading will begin soon.
- Trivia night for canned goods will be a week from Friday.
- Sponsorship for July was discussed.
- The library acquired mobile shelving unit for St. Margaret's Hospital auction 12x7 feet. Making space in the archive area west of the friends area \$1,300 from donation. Value about \$50 per square foot.

10. Staff and Administration Report
The board reviewed and the library department reports. Discussion ensued.

Inquiry into the functionality of AV equipment in the meeting room. Recommended contacting Drew to write a letter.

11. Unfinished Business.

12. New Business.

- Auditors made an exception to the library for FOL using our FEIN number effecting the city's audit. FOL can apply for their own FEIN number online. Karen will talk to their lawyers.
- Need additional funds to disassemble, move and reassemble the unit, in addition to a box truck. Julie called four moving companies, and figured the cost to be around \$1,000 - \$1,500. Director limit is \$1,000 and require board approval to go over that amount. Deadline for removal is next Friday.

MOTION 24-018 Carolyn made a motion to approve up to \$2,000 for the move. Jerry seconded the motion, motion carried.

13. Items for Next Agenda

Is the amount allowed the director sufficient? Will add to the agenda for next board meeting.

14. Announcements

New Camp Snoopy patron cards.

Eileen Wolfe had a boy, his name is Jasper.

MOTION 24-019 Lani made a motion to adjourn the regular meeting. Carolyn seconded the motion, motion carried. The meeting was adjourned at pm

Respectfully submitted,
Julie Wayland, Director

_____ Minutes approved as read.

_____ Minutes approved as amended.

_____ Tony Bonucci, President