

Princeton Public Library  
Regular Meeting of the Board of Trustees  
September 24, 2025

1. Call to Order The meeting was called to order by Jan English.
2. Roll Call:

	<b>Present</b>
Tony Bonucci	
Jan English	X
Ian Legner	X
Drew Russell	X
Lauren Smith	X
Lani Swinford	
Jerry Thompson	X
Eileen Wolfe	X
Chris Yepsen	X

Also Present: Julie Wayland, Library Director, and Friends of the Library President Karen Towns.

3. Public Participation Guest: Karen Towns, representing the Friends of the Library, reported:
  - The 20th Annual National Friends of the Library Week will be observed October 19–25.
  - Activities will include nightly basket giveaways (Monday through Friday), assembled from donations by board and members.
  - A display table will promote the Friends organization, with flyers and a list of their contributions to the Library.
  - Preparation is underway for the November Book Sale, scheduled for November 13–15 (Thursday–Saturday).
  - Donations of clean, gently used books are welcomed.
4. Approval of Minutes Members reviewed the previous meeting minutes.
  - Minor corrections were noted, including spelling of “Kanopy” and clarifications on dates and report attributions.
  - Overall, the AI-generated minutes were considered accurate and cost-effective.
5. Treasurer’s Report – Lauren Smith

- Property tax receipts totaled \$250,750.70.
- New CDs: \$133,000 (6-month, ~4%) and \$67,000 (12-month, ~4%).
- Annual Statement: Prepared by Carolyn and will be sent to Shaw Media for publication.
  - Statement includes salary ranges (<\$25K, \$25–49K, >\$50K) for transparency.
  - Vendor expenditures under \$2,500 are consolidated.
- Historical note: Publishing exact salaries in the past caused public confusion; the current format uses ranges for clarity.
- Online Banking: Business accounts now require two signatures for transfers, increasing accountability despite some inconvenience. Discussion:
- Board discussed costs of publishing financial statements (~\$150) and the public’s right to transparency.
- Motion to approve the Treasurer’s Report – Approved unanimously.

6. Approval of Bills

- August 31 bills: \$16,007.51
- September 15 bills: \$12,004.66
- Total: \$29,002.17

MOTION 25-16

Chris made a motion to approve the bills and was seconded by Jerry, with all members in favor.

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

Voice Vote: All ayes – Motion carried.

7. President’s Report –

- Central Bank now requires two signatures on all transactions.
- The Personal Property Replacement Tax issue remains under review.

- President will be absent next month due to international travel.
8. Committee Reports: No meetings.

#### Building & Grounds:

- Fire alarm triggered; issue resolved after coordination between HVAC and fire system contractors.
- Computer upgrades completed for circulation and public stations.
- Easement issue behind the building remains unresolved; discussion ongoing with the Health Department and Arukah.
- Restroom door automation: Estimated cost \$2,000–\$4,000; board agreed to proceed, citing accessibility and dementia-friendly goals.

Personnel: Will meet in October to review Christmas bonuses, which will then go to Finance before full Board approval in November.

#### 9. Director's Report – Julie Wayland

- Dementia-Friendly Training: All staff completed training; certificates received.
- Building Update: Shelving materials have arrived; assembly pending.
- Technology & Services:
  - LocalHop event scheduling software in testing; go-live expected by end of month.
  - PrairieCat app replacement in progress; current app will be available until October 27.
  - Kanopy streaming service now active (\$1,400/year, 25 tickets/patron/month).
- Patron Cards: Considering new card design; current version features Snoopy.
- Café T-shirts: Staff creating new designs via Canva.
- Student Worker: Potential high school hire discussed; emphasis on meaningful work and skill development.
- Sponsor: October café sponsor – Flowers by Julia.
- Closure Notice: Library closed Friday (staff day), reopening Saturday.

#### 10. Staff & Program Highlights

- Storytime and Chess Club attendance strong.
- Chess Club led by instructor from Chess USA; potential collaboration with local schools.

#### 11. Unfinished Business

- Discussion of post-holiday closures (Friday after Thanksgiving, Saturday after Christmas).
  - Board consensus: maintain traditional closures to allow staff travel and family time.

#### 12. New Business / Upcoming Items

- Finance and Personnel Committees to address staff bonuses next month.
- Preparation for levy and budget discussions in January.

13. Items for Next Agenda

14. Announcements - No Announcements.

15. Adjournment: Drew made a motion to adjourn and was seconded by Lauren

MOTION 25-17- Approved unanimously.

Adjourned: 7:45 p.m.

Respectfully submitted,

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Julie Wayland, Director

\_\_\_\_\_ Minutes approved as read.

\_\_\_\_\_ Minutes approved as amended.

\_\_\_\_\_ Jan English, Acting President