

## Stanford Free Library Trustee's Meeting Minutes

September 10, 2024

**Present:** Mark Williams, Barb Mauer, Kari Lorensen, Jim Bail, Claudia De Bellis, Laura Gilhooly, Bobbie Menendez, Marc Smith, Melinda Heady, Pam Deitrich

**Absent:** Natalie Bliss

**In Attendance:** Christa Cerul

**Minutes:** Motion made to approve the minutes from the August 2024 Trustee's meeting. Vote taken. Approved.

### **Treasurer & Financial Report:**

Financial reports from June 1-30, July 1-31, August 1-31 2024 were approved.

### **Correspondence:**

### **Librarian Report:**

- A. Christa reviewed Library Use Statistics for June, July and August with updates.
- B. Mandatory Sexual Harassment training completion is required by all board members by October 1st.
- C. MHLS annual meeting is Friday, October 25th at the FDR Presidential Library & Home.
- D. Christa is working on our Essential Documents Inventory. This is an ongoing project.
- E. Christa is working with Joyce to make sure that required items are added to the website as per the Minimum Standards.

### **Old Business:**

- \*A. Mark Williams acquired quotes for the tree removal with 3 estimates with the recommendation that Don's Tree Service in combination with the Beaver Stump Grinder be hired to cut down the tree for \$2,000 and the stump removed for \$216. Vote was taken and motion was approved.

### **Committee Reports:**

- A. Building Maintenance
- B. Fundraising and Publicity: no new business
- C. Grants – Christa sent the annual letter to the H.W. Wilson Foundation
- D. Legislative- no new business

E. Nominating- no new business

F. Personnel- no new business

**G. Programs:**

1. **Adult-** Christa reviewed the adult programs being offered.
2. **Children's-** Christa reviewed Children's programs.

**H. Scholarship:** no new business

**New Business:**

- A. Community Day- Board members signed up to volunteer to man the table at the Stanfordville Community Day on September 14th.
- B. Staff & Volunteer Appreciation Dinner- A committee of Mark, Jim, Kari, Bobbie and Barbara formed to manage planning and event coordination.
- C. Christa is looking into locks for the library cases at the request of a potential exhibitor.
- D. A 'No Parking' sign is needed in the edge of the parking lot under the tree canopy where patrons have been parking and the flow of cars and patrons is disrupted. Research for appropriate signage and installation of the signage is to be explored.

**Next Meeting:** Tuesday, October 8th at 7PM

**Adjourn:** Motion made to adjourn at 7:46 PM Vote taken- approved