

Linwood Community Library Board Meeting: April 25th, 2023

Call to Order

Board Members present: Lisa Turney, Bob Firth, Lea Chrisman, Stacey Schmitt, Dalton Torneden, Melanie Morris

Staff Members present:

Guests: Sheldon Wheaton

The meeting was called to order at: P.M. by 7:01 P.M.

Consent Agenda *All matters on the consent agenda are considered within one motion and will be enacted by one motion. If an item needs to be discussed, it will be removed from the consent agenda and considered separately.*

Minutes of last month's meeting: March 28, 2023 Meeting Minutes

Treasurer's Report:

General Fund Checking: As of **3-31-2023**, balance was **\$357.398.36**. Has not been proven to QuickBooks due to two small issues which Joyce has identified and was sorting out with the bank.

Capitol Improvement: As of **3-31-2023**, balance was \$151.504.71. Has been proven to QuickBooks through **3-31-2023** noting no difference

Petty Cash: Counted by **Teresa on 4-17-2023**. She stated the balance was **\$45.40**.

Communications: 0 communications received and reviewed by the Board.

Approval: **Bob** moved to approve the Consent Agenda. Stacey seconded. Motion carried 5-0

Melanie Morris entered, 7:05 P.M.

Director's Report

reported on key events, circulation and program updates.

- Financial reports:
- Statistical report:
- Shared new service charges.
- Dalton mentioned Trustee Training date
- National Library Workers Day: Staff got Chinese from Jasmin's.

Old Business

- **Blackstone Bill:** Joyce is continuing to work on this.

Committee Reports

Building & Equipment: Foyer - Keep any eye on moisture. Decided to hold off on stacking chairs, decided to not have the monitor for the foyer. Fireplace on hold until Winter.

Finance: No meetings, Did discuss Collection budget with Collection Development Coordinator, she will prepare a report of programming and collection development expenditures for each month until a Director is on staff.

Personnel & Policy: Nothing to report, no new activity on Director Search.

Action Items:

New Business

- **Bills For Payment:** Motion to approve bills as present, Stacey seconded. Motion carried 6-0
- **Insurance:** Bob and Dalton have been working to get quotes on Insurance for the Building and liability. **Health Insurance:** Discussed options from KMIT, Dalton will email KMIT with questions from the Board.

Executive Session:

Enter: Bob made a motion to enter executive session for 15 minutes to discuss Board matters at 8:10 P.M. , Stacey seconded Motion carried 5-0

Exit: Lisa made a motion to exit executive session 8:25 P.M., Bob seconded Motion carried 5-0

Lisa made a motion to add Sheldon Wheaton to the Board Of Trustees for a 4- year term ending in 2026, Bob seconded. Motion carried 6-0

Enter: Bob made a motion to enter executive session at 8:30 P.M. for 15 minutes, Lisa seconded. Motion carried 6-0

Exit: Lisa made a motion to exit executive session at 8:45 P.M., Bob seconded. Motion carried 6-0

Lisa moved to accept the resignation of Dalton Torneden as Board Secretary/member of the Board. Bob seconded. Motion carried 6-0

Lea Chrisman was nominated by Stacey, nomination being seconded by Bob to be the Board Secretary, Lea accepted. Motion carried 6-0

Lisa made a motion to hire Dalton Torneden as the Interim Director of the Linwood Community Library at \$20 per hour, working 20-40 hours per week., Bob seconded. Motion carried 6-0

Sheldon Wheaton joined the Personnel & Policy Committee.

Public Comments

None

Adjournment

Approval: Lisa moved to adjourn at 8:57 P.M. Bob seconded. Motion carried 6-0

Next Meeting

The next regular Board meeting will be **Tuesday, May 23rd, 2023 at 7:00 P.M.**

Submitted by: Dalton Torneden; Board Secretary

Linwood Community Library Board

Linwood Community Library Staff

Lisa Turney; Chair	(03/2026)	Open Position; Director
Melanie Morris; Vice-Chair	(03/2027)	Dalton Torneden, Interim Director
Robert Firth; Treasurer	(03/2025)	Jayne Hopkins; Youth Services
Stacey Schmitt; Vice-Treasurer	(03/2024)	Dennis Shelton; Teen and Marketing
Lea Chrisman; Secretary	(03/2026)	Teresa Reetz, Adult Programing/Collection
Sheldon Wheaton	(03/2027)	Joyce Elder, Bookkeeper
Open Position	(03/2025)	Amy Rosewicz ; Programming Assistant

Linwood Community Library Board Committees (03/2022)

Building & Equipment:	Melanie Morris	Robert Firth	
Personnel & Policy:	Stacey Schmitt	Sheldon Wheaton	Lisa Turney
Finance:	Lea Chrisman	Stacey Schmitt	Robert Firth

Officer and Committee appointments updated April 25th, 2023

Lisa Turney, Chairperson

Date:

Dalton Torneden, Secretary

Date: