HPL Meeting Minutes for MAY 22th, 2024

Board Members Present: Jessica Buhrman-Director, Zac Bates- Board Chairperson, Cheyenne Brown- Vice Chairperson, Gil Bunning- Treasurer, Mary Mahkuk -New Member, April Dean -New Member (arrived 7:30pm), Mayor Bryan Stirton (Left 7:32pm) Not Present: Kourtney Liggett- Member

Call to order: Meeting was started at 7:27pm

Agenda: No formal agenda

Approval of Minutes: MAR minutes presented.

Director’s Report Given by Jessica Buhrman.

Treasure’s Report: Financials available.

Old Business: Staff: Open positions, position transfers. Position Descriptions. We have 1 board position open. Welcome new Members Mary Mahkuk and April Dean. SRP & NHS start June 3rd.

New Business: Mr. Stirton reported on the city approving to try for a SEED grant for the library. He asked some questions about what we needed and if he could get budgets or estimates. I reported that Commissioner Carmela Boller had reached out and I gave her the information that I had. Which was pretty much that all that info had already been given to the previous City Admin and he had it “wherever” and that it was never returned. We shared the downstairs HVAC has been out since OCT 2022 and that the estimate for replace was approx. around $3,500. The needs about the floor on the landing were shared as well as the carpet needing replaced, roof issues and other issues we have been facing for several years. Mayor Stirton reported that the SEED grant could be for up to $25,000 with the city matching $2,500.

Budget 2025. Discuss and review prepared budget. Discuss and review budget resolution and notification that is given to the city each year with updates and changes to reflect current year. Cheyenne Brown Motioned to change the budget prepared to reflect the change in state aid, and to be sure and/or adjust to the financials to reflect payroll for the appropriate number of positions. April Dean seconded. Motion passed.

April Dean expressed possible interest in being the Secretary for the Board. She posed questions and these were answered. All members discussed and felt that if she would like the position, it was hers to take as the previous holder’s term had expired and was no longer on the board. We did not do nominations or vote for this position as we do not consider it one of our exec. positions for bonding.

Executive Session: YES.

We entered executive session at 8:52pm to discuss personnel. Exited at 9:03pm It was decided to allow an official transfer of positions for one of the staff. We entered executive session at 9:05pm. Exited at 9:31pm. The board approved a raise increase for the Director of 3% of her current wage.

Next meeting will be June 19h 2024 @ 7pm. Discuss cancelling July meeting at that time or schedule for July 10th due to Director being on vacation.

Meeting adjourned at 9:32pm