

Larsen-Sant Public Library
Board Meeting Minutes
Monday, Sep 9th, 2024 1:00 pm

Roll Call: Max Excell, David Woodward, Giselle Fitzgerald, Richard Stewart, Diane Steadman, Shelley Lowe, Laura Wheatley, Shannon Crowther

Public Comments: No public attendees

Action Items:

Approve Minutes: Giselle moved that the minutes be approved, David seconded the motion, all approved.

Approve bills: Max moved that the bills be approved, David seconded the motion, all approved.

Trustees: Comments No comments

Volunteer hours

Max - 14, Richard - 7, Giselle - 1.5, David - 1.5, Shannon - 1.5

Treasurer: Finances – June: LGIP \$95,444.16

DBF \$935,999.54

Aug: Statement is not out yet

Giselle gave us an invoice for the library plans that Verlene Knapp did for our library and Verlene would like to donate her work on this project to the library. We will put an item on the tree in her name.

Librarian: ILA Conference is Oct 9-11, Laura and Shelley will be going.

On Friday, September 20th there is an LCEI mini conference in Rexburg at the Madison Library. The library will close that day so all staff may attend for training.

There are ICRMP changes but none of them involve us.

The flag pole rope broke and we needed ideas on who could help us put a new rope on our flag pole. Richard will contact the county to see if

they can help us out with this problem. Shannon will contact Craig Kunz to see about repainting the lines in the parking lot.

Laura explained that with Shelley now the assistant director, we need a new lead associate. Laura and Shelley recommended that Shera Adair be appointed. Richard moved that Shera Adair will become the new lead associate which will come with a dollar per hour raise, David seconded the motion, all approved.

Assistant Report: Shannon moved that the closure dates for 2024-2025 be approved. Giselle seconded the motion, all approved. The board wants their packets to have the current information in them. They want the first reading of the new policy emailed to them and then the approved one printed.

Program Coordinator: Book and a Cookie will be Oct 16 from 4-6 pm on the lawn. Diane asked that those who would like to help be here by 3:00 pm. If it is bad weather we will then have it in the Oakwood cafeteria.

Policy to be approved: A portion of the policy #110, Trustee Bylaws were read and the treasurer will now be the board member that checks the bills. The board appointed Shannon to help the directors with building the budget. The clerk and the treasurer will keep their duties even when they are the chair of the board. Laura will find out about the bond that is needed for the treasurer. The policy #110 (revision), Trustee Bylaws was tabled until they find out about the bond.

Policy Committee Meeting- Sep 23rd at 1:00

Adjourned – 2:00 pm