

Tamarack District Library Board of Trustees Regular Business Meeting Minutes Official

Tamarack Room of Tamarack District Library

July 21, 2022

Regular Business Meeting Called to order at 6:00pm by Susan Draper

Attendance: Susan Draper, Sarah Hutson, Nancy Parsons, Gretchen Brewster, Sarah Johnson, Jamie Gorby

Deanna Riggleman-Director

Absent: Dorothy Farrell, Mike Rotter

Public: None Present

Approval of agenda: Nancy Parsons moved to approve supported by Sarah Hutson.

Carried

Approval of Regular Meeting Minutes from June 16, 2022: Sarah Hutson moved to approve with corrections supported by Gretchen Brewster.

Carried

Approval of Regular Special Meeting Minutes from June 23, 2022: Jamie Gorby moved to approve with corrections supported by Sarah Johnson.

Carried

Public Comment (limited to 3 minutes per speaker): None Present

Correspondence: Thank you note and goodies from the ~~story walk~~ StoryWalk author Elisa Boxer because the library bought straws to support the theme of the book ~~One Turtle's Last Straw~~ One Turtle's Last Straw.

Financial Report: Sarah Hutson moved to accept the financials supported by Jamie Gorby.

Carried

Committee Reports:

- a. Finance- Report Submitted
- b. Policy & Personnel- Did not meet
- c. Facilities- Did not meet

Director's Report: Questions, Comments: Staff have all completed CPR/First Aid Training and a First Aid Kit has been purchased. Summer Reading closed very successfully with 143 in attendance.

Friends of the Library Report: Mary Russell, Friends President, was in attendance and submitted a report.

Old Business:

1. **Request for Proposals-Fence:** Fence is completed and improves the landscape overall.
2. **TDL Policy Manual:** Nancy Parsons moved to approve the TDL Policy Manual with grammar corrections at the discretion of the Director supported by Sarah Johnson. **Carried**
3. **Memorial Book Spines:** Project is moving along, Deanna met with the vendor to discuss placement within the library with room for growth. Patrons who donated bricks originally will be contacted about the grand reveal when the project is finished. **Carried**

New Business:

1. Standing Committees:

Budget/Finance: Susan Draper, Gretchen Brewster, Sarah Hutson

Facility/Grounds: Dorothy Farrell, Mike Rotter, Jamie Gorby

Policy/Personnel: Nancy Parsons, Sarah Johnson, Sarah Hutson

2. HVAQC Quote: AMR continues to fail the library needs for heating and cooling. Deanna has reached out to other vendors for PM maintenance quotes. Jamie Gorby moved to accept the bid with Lewis Bros for preventative maintenance of the HVAC system and end agreement with AMR supported by Gretchen Brewster. **Carried**

3. Approval of Final 2021/2022 Balanced Budget: Budget was balanced at the end of the fiscal year.

Deanna recommends to the board to carry over funds from the Net Ordinary Income and allocate to the following:
\$70,000 for outreach

\$51,695.11 for building fund to include items such as the HVAQ, Roof, Pavilion

Susan Draper moved to accept the recommendation supported by Sarah Hutson.

Carried

Public Comment: Mary Russell notes how wonderful it is to have Deanna as the director.

Questions, Comments, Concerns from Board

Adjournment: Sarah Johnson moved to adjourn at 8:05pm supported by Jamie Gorby.

Carried