

**Tamarack District Library Board of Trustees Regular Business Meeting Unofficial
January 18, 2024**

Regular Business Meeting Called to order at 5:00 pm by Sarah Huston.

Attendance: Gretchen Brewster, Kathy Methner, Jamie Gorby, Jeremy Korpall, Sarah Hutson, Laura Leppink, Stephen Charnley, Deanna Riggelman – Director

Absent: Ashely Whalen

Public: Pam Feutz

Approval of Agenda: Jamie Gorby moved to approve supported by Steve Charnley

Approval of Regular Meeting from November 16, 2023: Jamie Gorby moved to approve the minutes supported by Kathy Methner. **Carried**

Public Comment (limited to 3 minutes per speaker): No public comment.

Correspondence: none

Financial Report: Laura Leppink moved to accept the financials supported by Gretchen Brewster. **Carried**

Committee Reports:

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

Director's Report: Questions, Comments: Report submitted

Friends of Library Report: Report submitted

Old Business:

1. **Meeting Room Use Policy and Agreement:** Steve Charnley moved to replace the Meeting Room Policy in the policy manual with addition of number 9 “unless approval by director” and supported by Gretchen Brewster **Carried**
2. **Special Use Guidelines and Borrowing Agreement and Waiver:** still working on waiver

New Business:

1. **Update Accounting System:** Gretchen Brewster moved switch over to QuickBooks online for accounting and payroll and supported by Kathy Methner **Carried**
2. **CD Update:** Report submitted
3. **Committee Appointments:** Steve Charnley appointed to Finance and Jeremy Korpall appointment to Facilities

Public Comment: No public comment.

Questions, Comments, Concerns from Board:

Adjournment: Steve Charney moved to adjourn at 5:39 pm supported by Jamie Gorby. **Carried**