

**Tamarack District Library Board of Trustees Regular Business Meeting Unofficial
November 21, 2024**

Regular Business Meeting Called to order at 5:03 pm by Sarah Huston.

Attendance: Gretchen Brewster, Jamie Gorby, Jeremy Korpala, Sarah Hutson, Ted Johnson, Deanna Riggleman
– Director

Absent: Laura Leppink, Kathy Methner, Ashley Whalen,

Public: Pam Feutz

Approval of Agenda: Ted Johnson moved to approve the agenda, supported by Jeremy Korpala. **Carried**

Approval of Regular Meeting from September 19, 2024: Jamie Gorby moved to approve the minutes with correction, supported by Gretchen Brewster. **Carried**

Acceptance of Gifts and Grants: None

Financial Report: Jamie Gorby moved to accept the financials, supported by Jeremy Korpala. **Carried**

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

Correspondence: Cynthia Beach (author from expo), Kathryn Hutson-Smith (author from expo)

Committee Reports:

- a. Finance- Report submitted
- b. Personnel & Public Relations- Did not meet
- c. Facilities- Did not meet

Director's Report: Questions, Comments: Report submitted

Friends of Library Report: Report submitted

Old Business:

1. **CD update:** report submitted in packet.
2. **By-Law update:** Sarah Hutson moved to accept the changes recommended by the Personnel and Public Relations Committee (Policy & Personnel Committee) presented at the last board meeting for review, supported by Jamie Gorby. **Carried**

New Business:

1. **Staff Bonus:** Jamie Gorby moved to give a 3% bonus paid to Employees with TDL paying taxes on bonuses, supported by Ted Johnson. **Carried**
2. **Director Remote work:** Sarah Hutson moved to allow Deanna to reasonably flex her hours and allow remote work as needed, supported by Jamie Gorby. **Carried**
3. **December Bond Payment:** Sarah Hutson moved to approve minimum payments to Highpoint Bank for this year and going forward on the biyearly payment schedule from accounts 991 for loan principle and 994 for loan interest, supported by Jamie Gorby. **Carried**
4. **Unique Management:** Sarah Hutson moved to discontinue using Unique Management Collection Agency for billed items effective immediately, supported by Jeremy Korpala. **Carried**

5. **Website Design update:** 2 of 3 companies gave presentation via zoom at meeting with Board Q&A time. Deanna will reschedule with Streamline for a Zoom meeting at the January TDL board meeting.

Public Comment: None

Questions, Comments, Concerns from Board: Holiday party Nov 22 5:00 at McKenna's. Laura has invited the Board Members to her house on Dec 7 5:30-6:30 before the tree lighting in Lakeview. They will have hot chocolate and community fun.

Adjournment: Sarah Hutson moved to adjourn at 7:00 pm, supported by Jeremy Korpala. **Carried**