

Lakewood Memorial Library
Board of Trustees Meeting
April 16, 2024, 5:30 p.m.

Call to order

Nancy Padak called the meeting to order at 5:30 p.m.

Present

1. Mitch Klein
2. Chris Swanson (Secretary)
3. Shannon Taylor (Director)
4. Paul Andrews
5. Lynn Kinnear
6. Nancy Padak (President)
7. Nicholas Spry

Absent

1. Mary McCague
2. Maria Malmström
3. Mary Seger

Additions to agenda:

Discuss new board members

Secretary's Report

Paul Andrews made a motion to approve the February 20, 2024 minutes. The motion was seconded by Lynn Kinnear and passed unanimously.

Lynn Kinnear made a motion to approve the Treasurer's report. The motion was seconded by Paul Andrews and passed unanimously.

Executive Director's report:

Circulation, library visits, and new registrations have significantly increased over previous years.

A construction grant will be sought to replace the non-functional interior lighting with new energy efficient lighting as well as to improve parking and exterior access to the library on the north side of the library. Several of the existing light fixtures are beyond repair.

Grants are being sought to cover the slight YTD budget shortfall. Programs are being very well attended and need to continue to be funded.

Library Development Committee

The annual appeal is underway. Mary Seger's board term will be ending in June; however, she has graciously agreed to continue running the annual appeal in the future.

Lynn reports that preparations for the May 9th-11h book sale are on track. Donations appear to be lighter than usual with a few weeks to go. Nancy will check with the village on borrowing tables for the sale. The prices will remain the same as previous sales.

Planning for the fall fundraiser is underway. The event is scheduled for Friday, September 20th at 7 p.m. A new name will be chosen to replace the previous Gala/Food for Thought monikers.

Give Big CHQ is in June. Shannon would like to start a Library of Things for the community to borrow. The 3-d printer is very popular so the library could use a second one.

Executive Committee

Mary Seger, Mary McCague, and Paul Andrews will be leaving the board at the end of their terms in June. Lisa Yaggie has agreed to return to the board to fill one of the seats. A public call for trustee applications will be posted on the library's Facebook page.

Building and Grounds

Shannon recommends adding more security cameras and upgrading several cameras to more advanced models. The existing security system can handle up to 8 more cameras. Shannon will get quotes for the board to consider.

259

An informal information session on the 259 vote will be held at the Library on May 16th from 6 - 7 p.m.

Meeting Room Policy

The meeting policy will be amended at the next meeting to allow the Executive Director to approve facility use outside of library hours on a case by case basis.

Patron Conduct Policy

The board determined that the policy should be extended to cover the building and grounds, remove the automatic expiration of suspensions, and allow notice of suspensions to be

delivered verbally. Language about loss of library privileges will be added based on the sample CCLS policies.

Mitch Klein made a motion to add “buildings and grounds” to the “misuse of library materials, equipment, or furnishings” clause. The motion was seconded by Paul and passed unanimously.

The rest of the proposed alterations will be gathered into a draft for review and approval at the next meeting.

Adjournment

Paul made a motion to adjourn at 6:40 p.m. The motion was seconded by Lynn and passed unanimously.

Next Meeting

The next meeting will be June 18th at 5:30 p.m.