

Brownell Library
Trustee Meeting Minutes
January 21, 2025

Meeting called to order at 7:01pm by Jeanne Grant.

Trustees in attendance: Alex Carmical, Karen Hergesheimer, Jeanne Grant, Christine Packard, Dottie Bergendahl, Sheila Porter, Beth Custer, Helen Donahey, Ann Wadsworth and teen trustee Gabrielle Stevenson.

Brownell Staff in attendance: Wendy Hysko and Hannah Tracy

Agenda changes and deletions: none

Public to be heard : none

Announcements: Linda Costello has resigned from the board. There is now an opening on the permanent board. Christine moved that \$100 be spent on a gift for Linda. Sheila seconded the motion. Motion passed.

Minutes of 12/17/24 Trustee meeting: Dottie moved acceptance, Sheila seconded, Motion passed.

Financial Report: Checking account \$1847.41, CD \$2914.50. Interest payments of \$12.26 and \$3.57.

Dottie reviewed the two budget reports at this half year point in the year.

Wendy is now functioning as the building manager as Harlan Smith has left city staff.

The financial report was acknowledged.

Library director and staff report:

Sheila's "chickens" (children in her daycare) are excited about the programs for school age patrons this month.

Once a month inter-generation game afternoons on the first Tuesday.

The fiber arts club is becoming a maker space club.

The heat in the picture book room has not been enough at times.

Take and Make projects. Can there be two a month? Problem with staff time and costs.

"Cook Through a Book" once a month is popular.

This summer program theme is "Color Your World"

Recording adult participation in programs was discussed.

Adult participation in D&D was discussed.

Committee Reports:

Strategic Plan: There have been 479 responses to the survey. Prize winners have been notified. More surveys will be at the Jan. 25 City meeting.

Foundation report: Saturday Jan. 18 books were donated. Next meeting Jan. 27.

Old Business:

Roof/Building: Wendy is meeting with John Alden soon. A RFP will be sent out.

Lincoln Hall Renovations; No news. Should be done this summer.

Library/City MOU; Jeanne and Christine will meet with City Councilors and City Manager Jan.

22. It is important for all Trustee to complete the Conflict of Interest paperwork and training by Feb. 3.

Budget Working group; No news.

Kolvoord Room use update: need accurate attendance numbers from users.

Train Hop; May have a different activity for children at next year's Train Hop rather than letters to Santa.

Sustainability follow up: Alex will work with Erna and bring the results back to the board.

Karen is concerned about time commitment for the program. There is no firm commitment at this time. The staff is in favor of this program.

New Business:

Planning for the 100th Anniversary ; Hannah has an interest in working on this and asked for help. Sheila, Christine and Helen volunteered.

Community Meal on 1/25/25 at 11AM; Talked about what to present at the Brownell Library table, "cost vs value" chart Hannah prepared. Survey, library use data and library savings calculator will be at the table.

Ethics Policy and Training; All trustees need to do this by Feb. 3. Dottie talked about the problems she had doing this on-line.

Election of Officers; Jeanne Moved and Sheila seconded the following slate:

Jeanne Grant, Chair

Karen Hergesheimer, vice chair

Sheila Porter, Secretary of Record

Ann Wadsworth, Treasurer

The Officers were elected.

Meeting Adjourned at 8:27pm