

Brownell Library

Trustee Meeting Minutes

12/17/2024

Brownell Trustees in attendance: Sheila Porter, Dottie Bergendahl, Jeanne Grant, Ann Wadsworth, Karen Hergesheimer, Beth Custer, Christine Packard, Helen Donahey, Alex Carmical,

Teen Trustee: Gabrielle Stevenson

Brownell Staff in Attendance: Wendy Hysko & Erna Deutsch

Agenda changes or deletions: Move MOU to the end of old business. Add Community meal under new business.

Public to be heard: None

Announcements: Raj Chawla and Elaine Haney joined us

Minutes of November 18th 2024 : Changed staff is very "busy" on page 3 from the misspelling. Sheila moved to accept the minutes as corrected, Helen 2nd, Minutes passed.

Financial report: Checking- \$2,435.15 and CD -\$2,910.93

Porter/Frost- \$2,932.18

Rotary welcome baby fund- \$65.5

The budget is at 42% for this fiscal year. We are over on a few line items, but due to summer programs and should balance out the remainder of the year. The building budget has a few over 42% but has received some clarifications on what gets put into each line item of the budget and the overall balance is accurate so should be fine.

Sheila acknowledged the financial report, Christine 2nd, passed unanimously.

Library director and staff report:

Clarified a few points about installation of sprinkler heads and discussed the swaps at the library.

Committee report: Strategic plan- Had a meeting prior to the trustee meeting. Collected 304 responses so far. January 15th will draw the winner of the gift card. January 25th have surveys for the community luncheon. Next meeting is February 21st @ 1pm.

Foundation report: Dottie- Next book donation is the 3rd Saturday in January (1-17-2025). Foundation takes December off for donation accepting.

Old Business: Roof/ building update- Wendy will be talking with John Alden about it.

Lincoln Renovation- confusion to the public about where to go to get to city office. Staff has a map to hand out to help. There have been issues with construction workers parking in 5 minute library spaces. The staff has created a note to leave on the trucks and has communicated with the contractor about the issue, hopefully it will be resolved

Budget workgroup: Went to city budget day and presented our 3.2% budget increase. Regina acknowledged that we did what was asked of us.

Kolvoord room use: It's busy! Taxes help starts in January and the seniors will move to the main reading room. The library has been receiving better numbers of usage from the different groups using the room.

Train hop: Around 400 attended this year.

Library Trustee city council meeting/ MOU: New document to be sent to the city councilors with updates. There needs to be a discussion with a lawyer about the permanent board members and city role to adhere to the trust Mr. Brownell set up.

New business:

Acknowledgement for departing building coordinator: Card to sign.

Sustainability presentation: Erna presented a slide show of what the library is working toward and gaining momentum. Action forms for certification- steps that trustees could do to help.

Community lunch January 25th: Staff table- Christine, Sheila, Dottie, Karen, Jeanne

Adjournment: Karen moved to adjourn the meeting @ 8:35, Sheila 2nd, Meeting adjourned.

Minutes recorded by Sheila Porter and typed by Beth Custer