

Maltman Memorial Library Board

Meeting Minutes

June 4, 2024

Matt called the meeting to order at 7:06 pm.

Open Meetings Act acknowledged.

Roll Call: Nate Canfield, Matt Troyer-Miller, Veronica Kaufman, Sarah Haahr, present. Anna Fehringer & Tracy Jakubowski absent.

Other attendees:

Minute Approval: July-Sept minutes will be reviewed and approved during the Oct. meeting

Financial Report:

- July expenses were \$1611.71
 - Supplies \$96.31
 - Books: \$616.27
 - Programming: \$249.24
 - Grant Expense (action packs): \$649.89

- August Expenses were: -\$230.35
 - Supplies \$97.80
 - Books: \$726.79
 - Grant Expense: -\$1054.94

Nate moves to approve the expenses for July and August, Sarah seconded. Approved 3/0: Nate, yes; Matt, yes; Sarah, yes.

Library Director's Report

- Purchased a secure cash register to keep track of inflow/outflow of petty cash
- RobSee Grant: Should be notified in the first part of Oct.

Old Business: Nothing at this time

New Business:

- Policy Manual Update: Discussion involved adding new items regarding patron conduct. Veronica will add the following items to the policy manual and will post a copy within the library.
 - *Harassment and/or physical, sexual, or verbal abuse in any form, of other library users or library staff. This includes actions that threaten or annoy another person by physical contact or language.*
 - *Hindering staff members' ability to perform their duties*
 - *Disturbing or harassing other library patrons or library staff. This includes, but is not limited to, creating noise (including loud cell phone use or conversation)*

Nate moved to approve the manual updates; Sarah seconded. Approved 3/0: Nate, yes; Matt, yes; Sarah, yes.

- Discussed the 2024/25 budget.
- For the upcoming NLC grants, Veronica suggested applying for Makerspace equipment for the new library. She will forward the website link to the board for other possible suggestions that will fit within the guidelines.
- Veronica said Mayor Cramer is asking for board members for a new library planning committee. Nate and Sarah will volunteer.

Adjournment: Sarah moved, and Nate seconded to adjourn at 8:10 pm. Approved 3/0: Nate, yes; Matt yes; Sarah, yes.

Next Meeting: TBD