

SMITHTON PUBLIC LIBRARY DISTRICT

Board Meeting Minutes

June 20, 2024

1. Call to Order/Roll Call

The meeting was called to order by Vice President, Liz Harris, at 7:11 pm with the following Board Members present: Liz Harris, Ann Hart, Stephanie Sakran and Zabelle Vartanian. Absent: Brett Clasquin, Tony Gilbreth, and Mary Sue Iverson. Others present were Library Director, Jenna Dauer, and Recording Secretary, Linda Hill.

2. Citizen Comments

There were no citizen comments at this time.

The following items on the agenda (Items 3-6) were approved as a whole by vote under a consent agenda:

3. Approval of Minutes

The Board reviewed the May 16, 2024 minutes. A spelling correction was made to Kim Kunkelmann's name.

4. Communications

The District received a letter from the Secretary of State announcing the amount of the Per Capita grant. Information was also received from Homefield Energy about an option for alternative energy sources.

5. Treasurer's Report/Approval of bills

The May Treasurer's report and the check registry to date were reviewed. The Director reported that Judy Buerck will be in to help Kim Kunkelmann close out the books for the fiscal year.

6. The Librarian's Report

The Board discussed the possibility of cutting business hours, but made no decision at the time. The Director reported on the District's receiving money through the State's Veteran Property Tax Relief Reimbursement pilot program. She also gave an update on the IHLS automatic material handling system and the District's involvement in the trial period. Summer reading registrations are high. Library programming and statistics were also reviewed.

A motion to approve Agenda Items 3-6 as a whole under a consent agenda was made by Ann Hart and seconded by Zabelle Vartanian.

A roll call vote was taken:

| | |
|------------|--------|
| Clasquin: | Absent |
| Gilbreth: | Absent |
| Harris: | Aye |
| Hart: | Aye |
| Iverson: | Absent |
| Sakran: | Aye |
| Vartanian: | Aye |

The motion passed with all in favor.

7. Old Business

7.1 Other

There was no Old Business to discuss at this time.

8. New Business

8.1 FY2025 Technology Plan / REVIEW & APPROVAL

The Director explained the function and importance of a technology plan. The Board decided to readdress approval of the plan at the August meeting, when more Board Members would be present. No vote was taken at this time.

8.2 FY2025 Working Budget / DISCUSSION & APPROVAL

The Board thoroughly reviewed the Working Budget for FY2025.

A motion to approve the FY2025 Working Budget was made by Zabelle Vartanian and seconded by Stephanie Sakran.

A roll call vote was taken:

| | |
|------------|--------|
| Clasquin: | Absent |
| Gilbreth: | Absent |
| Harris: | Aye |
| Hart: | Aye |
| Iverson: | Absent |
| Sakran: | Aye |
| Vartanian: | Aye |

The motion passed with all in favor.

8.3 "Tentative" Ordinance 24-03 / DISCUSSION & APPROVAL

A motion to "tentatively" approve Ordinance 24-03 *ANNUAL BUDGET AND APPROPRIATION ORDINANCE FOR THE FISCAL YEAR BEGINNING THE 1ST DAY OF JULY, 2024 AND ENDING THE 30TH DAY OF June 2025* was made by Ann Hart and seconded by Stephanie Sakran.

A roll call vote was taken:

| | |
|------------|--------|
| Clasquin: | Absent |
| Gilbreth: | Absent |
| Harris: | Aye |
| Hart: | Aye |
| Iverson: | Absent |
| Sakran: | Aye |
| Vartanian: | Aye |

The motion passed with all in favor.

8.4 Biannual Review of the Closed Session Minutes

A motion to keep the closed session minutes closed was made by Zabelle Vartanian and seconded by Ann Hart.

A roll call vote was taken:

| | |
|------------|--------|
| Clasquin: | Absent |
| Gilbreth: | Absent |
| Harris: | Aye |
| Hart: | Aye |
| Iverson: | Absent |
| Sakran: | Aye |
| Vartanian: | Aye |

The motion passed with all in favor.

8.5 Other

There was no other New Business to discuss at this time.

9. Board Concerns

9.1 Officer Elections and Committee Assignments for FY2025 / DISCUSSION & APPROVAL
This agenda item will be postponed, as the Board President needs to be present.

9.2 Other

There were no other Board Concerns to address at this time.

10. Announcements

Next Board Meeting: Thursday, August 15, 2024, @ 7 pm.

11. Adjournment

A motion to adjourn was made by Ann Hart and seconded by Stephanie Sakran.
A vote was taken.

The motion passed and the meeting was adjourned at 8:24 pm.

Respectfully submitted,

Linda Hill
Recording Secretary