

ALBANY JOINT LIBRARY BOARD MINUTES
Tuesday, October 1, 2024

The regular meeting of the Albany Joint Library Board was called to order at 6:30 PM on Tuesday, October 1, 2024 by President Roxie Kolasch. Board members present: David Bristow, Felicia Caldwell, Sue Dunpy, Angie Janes, Kim Klein, Roxie Kolasch, and Scott Roth. Also present was Library Director Melissa Everson.

Proof of posting was verified.

Motion to accept the minutes of the September 3, 2024 board meeting was made by Dave, second by Angie, and carried with none opposed.

Bills were reviewed. Noted that the DRL Cleaning bill should be \$155/week, Olin Heating bill was for annual system checkup, UWCC billing for Melissa's third training course, will be covered by a grant, Books4School billing will be covered grant and donations. Motion to approve the bills was made by Scott, second by Kim, and carried with none opposed.

Treasurer's report was reviewed. Noted that cash box funds questions will be taken up with the village to see where that money has been going, future cash box transfers will be well noted, accounts audit was also discussed. Motion to approve the Treasurer's report was made by Kim, second by Angie, and carried with none opposed.

Director's report was reviewed by Melissa.

Old Business -

- The library strategic plan was reviewed. Goal #3 (of 3) from the 2022-2024 strategic plan was reviewed and several changes were suggested. Roxy has notes for updating the plan.
- Silent auction was reviewed. 22 donations received to date, with more being pursued, and soft deadline for donations of Friday, 10/4. Setup will be Thursday, 10/10 with start on Friday, 10/11 then running thru Friday, 10/25, and Saturday, 10/26 close. Auction goal is \$2,500 to be used for picture books shelving.
- Teacher tea will be on Monday, 10/14 during the silent auction.
- 2025 budget draft was reviewed. Board will approve at the November meeting then present to the Village and Town boards. Requested Town contribution increased from \$44,000 to \$45,000 to match the Village contribution for 2025.

New Business -

- Trustee Essentials Handbook selections were distributed to all members by Melissa.

Upcoming Board Meetings -

Tuesday, 11/5
Tuesday, 12/3

Adjournment -

Motion to adjourn was made by Angie, second by Kim, and carried with none opposed.
Meeting was adjourned at 7:38 PM.

Respectfully submitted by
Scott Roth, Secretary
Albany Joint Library Board
Albertson Memorial Library

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