**ALBANY JOINT LIBRARY BOARD MINUTES**

**Tuesday, July 1, 2025**

The regular meeting of the Albany Joint Library Board was called to order by Board President Roxie Kolasch at 6:34 PM on Tuesday, July 1, 2025. Board members present were Dave Bristow, Sue Dunphy, Angie Janes, Roxie Kolasch, and Scott Roth. Board members missing were Felicia Caldwell and Kim Klein. Also present were Library Director Melissa Everson and Wayne Albertson.

Proof of posting was verified.

Discussed one correction to the June 3 meeting minutes: total purchase price for Director's laptop and one patron computer should be $2,149.54. Motion to accept the minutes of the June 3, 2025 board meeting with one correction made by Dave, seconded by Angie, motion carried with none opposed.

Bills were reviewed. Of note: the cleaning bill at $775 was high due to 5 Sundays in June. Motion to approve the bills was made by Scott, seconded by Sue, motion carried with none opposed.

Treasurer’s report was reviewed. Of note: second half of yearly funding from Albany Township still coming and a reminder will be sent, CD date should be 11/21/2025 with Angie checking on it, quarterly review spreadsheet was missing and Melissa will send out, Village has completed their audit and Melissa will meet with Michelle to review. Motion to approve the Treasurer's report was made by Dave, seconded by Roxie, motion carried with none opposed.

Budget summary was reviewed, and spending is matching well with the budget.

Director’s report was reviewed by Melissa. Of note: Melissa connected with a new interim service rep from Ricoh, no response from John Dohm for help with copier, submitting a Ricoh service call for help, D&D seminars were well-received, summer library program had great turnout, community room was very busy with 18 uses in June. Outdoor maintenance was discussed: weeding needs to be done, rocks need to be cleared from lawn, neighbor Don Peterson has been helping with mowing, window cleaning is planned, Melissa will look into options for hiring a service for landscaping and yard cleanup, possibly twice per year. Wayne suggested possible outside support from 4H Jolly Mixers group.

**Old Business -**

* None

**New Business -**

* Options other than the silent auction were discussed for the yearly fundraising campaign.
* Trustee training sessions through SCLS are coming August 18-21; one hour sessions will also be available for review on video.
* Discussed use of Amazon Wish List for donation options.
* Melissa checking into the Albany Education Foundation.

**Other Business -**

* None

**Upcoming Board Meetings -**

Tuesday, 8/5

Tuesday, 9/2

Tuesday, 10/7

**Adjournment -**

Motion to adjourn was made by Sue, seconded by Angie, motion carried with none opposed.

Meeting was adjourned approximately 7:15, exact time was not noted.

Respectfully submitted by

Scott Roth, Secretary

Albany Joint Library Board

Albertson Memorial Library