

## **Ruth Culver Community Library**

Board of Directors

November 15, 2023

6:30 p.m.

1. **Call to Order** - The meeting was called to order at 6:30 p.m. by President Sue Lloyd.
2. **Roll Call** - Present: Sue Lloyd, Director Lauren White, Chris Bender, Jeff Virchow, & Stephanie Judge; Jim Witecha & Laura Lang, virtual, Jessa Kinnamon, excused.
3. **Public Notice of Agenda** - Motion by Chris, second by Stephanie to approve the agenda as printed. Motion carried.
4. **Consider October 19 Minutes** - Motion by Jim, second by Stephanie to approve the minutes from the October 19, 2023 meeting. Motion carried.
5. **Public Comment (Limit to 3 Minutes)** - None.
6. **Consider Vouchers** - Motion by Jeff, second by Chris to approve the vouchers. Motion carried.
7. **Comments from the Public/Library Board** - none.
  1. **Reports**
    - A. **Director's Report** - see attached for highlights. Lauren raised the issue of shelf space for large print and DVDs; need to reconfigure lower level space. Consultant from SCLS met with Lauren & offered some suggestions.
    - B. **Village Board Report** - New village building is under construction. Preliminary meetings with WDOT related to repair of Water St.
    - C. **Friends of the Library Report** - Next meeting is Nov. 16.
8. **Business**
  - A. **Discuss/Consider 2024 Friends Wish List** - List was presented. Will take action on the list at the next meeting.
  - B. **Discuss/Consider Circulation Policy** - Motion by Chris, second by Laura to approve the amendment to the circulation policy. Motion carried.
  - C. **Discuss Quarterly Finance Report** - Expected to have a surplus at the end of the year. Lauren and staff are exploring options.
9. **Adjourn** - Motion to adjourn by Jeff, second by Chris. Motion carried.

The next meeting will be on December 20 at 6:30 p.m.

Submitted by,  
Jeff Virchow, Secretary