

# Ruth Culver Community Library

Board of Directors

Minutes from December 20, 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, Jessa Kinnamon Jim Witecha & Laura Lang, virtual,
3. **Public Notice of Agenda** - Motion by Chris, second by Stephanie to approve the agenda as printed. Motion carried.
4. **Consider November 15 Minutes** - Motion by Chris, second by Stephanie to approve the minutes from the November 15, 2023 meeting. Motion carried. Jessa abstained.
5. **Public Comment (Limit to 3 Minutes)** - None.
6. **Consider Vouchers** - Motion by Jeff, second by Laura to approve the vouchers. Motion carried.
7. **Comments from the Public/Library Board** - none.
  1. **Reports**
    - A. **Director's Report** - see attached for highlights. Anticipate changes in adult programming coordinator. Jazmin will begin that responsibility in early March.
    - B. **Village Board Report** - New addition is on or ahead of schedule.
    - C. **Friends of the Library Report** - January is the next meeting.
  2. **Business**
    - A. **Discuss/Consider Employee Benefits** - Discussion related to paid time off for part-time employees, floating holidays, additional holidays off, etc. Explore possibility of discretionary funds for ways to support staff.
    - B. **Discuss/Consider Shelving Quote** - Came in about 4X higher than anticipated, due to high cost of steel. Option to select portions of quote. Motion by Chris to approve shelving quote of \$12,618.50, second by Laura. Motion carried.
    - C. **Discuss/Consider YearEnd Appropriations** - Money for the shelving project: Motion by Jeff, second by Sue to authorize the Village to write a check for the outstanding balance for shelving invoice to be deposited in the Library checking account to be used for the payment of the invoice in 2024. Motion carried.
    - D. **Discuss/Consider 2024 Friends Wish List** - Motion to approve 2024 Friend's Wish List of \$13,973.90 by Jessa, second by Jim. Motion carried.
8. **Adjourn** - Motion to adjourn by Chris, second by Sue. Motion carried.

The next meeting will be on January 17, 2024 at 6:30 p.m.

Submitted by,  
Jeff Virchow, Secretary