

**Wolcott Public Library
Board of Trustees Meeting
November 20, 2024**

Board Members Present: Bob Reed, Terry Van Fleet, Steve Monroe, Bobby-Jo Mendenhall, Deb Lewis, Director Dottie Patt and Bookkeeper Kristl Spalding

Call to Order: The meeting was called to order at 6:30 pm by President Bob Reed.

Minutes of last meeting: Minutes of the October Meeting were reviewed. A motion was made by Terry and seconded by Bobby-Jo to approve the minutes. Motion unanimously approved.

Treasurer's Report: The financial reports were reviewed. Krystl stated that we had received the proposition money. Also, the expenses this year have been less than budgeted. Krystl suggested doing more CDs and staggering them. Bobbi-Jo made the motion to put \$20,000 from savings into a CD for November and Terry seconded. Motion unanimously approved. Disbursements for the month of October were reviewed by the board and Terry motioned to approve disbursements. Bobbi-Jo seconded and motion was unanimously approved.

Circulation Reports: Reports reviewed for October showed 1372 for total circulation of books.

Library Director Report:

June Parton Book Dedication Event: Dottie reported that pictures were taken and hopefully will be in local paper and also posted on the North Rose Wolcott Website. Also application cards were sent out. The tour with the second graders went well.

Library Proposition Check: Dottie took care of this.

Credit Card Points Cash Retrieval Situation: Dottie mentioned that we are waiting for the check.

Conference table chairs repair: Phil Eynor kindly repaired the chairs for the library and Dottie will write a thank-you note to him.

New Computer Chairs: Dottie suggested the library is in need of new chairs and it was suggested that a Grant would possibly be a good way in obtaining them.

Library Computers: Dottie mentioned that some of the computers in the library need to be replaced. Through an email from a Tech Individual from OWL, Dottie stated that Windows 10 will end in November 2025. Six computers (3 staff and 3 public) cannot be updated to Windows 11. She will discuss this matter with Ron. Krystl stated that she will have money allocated for this.

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Old Business:

Bat Removal Contract: This had already been approved previously by the board and it was decided that this would be done in January. Dottie will contact them.

Bookkeeper Position: Dottie stated that we needed an Interviewing Group for this position and all board members are willing to work on this committee. An ad will be placed and run for two weeks in the local paper. President Bob will get more info and the board will hold a special meeting regarding this matter.

New Business:

2025 Library Budget: Bobbi-Jo made the motion and Deb seconded to give a 4 percent increase in pay to the Library Director, Dottie Patt. Motion was unanimously approved. Bobbi-Jo made the motion and Steve seconded it to approve the 2025 Budget. Motion unanimously approved.

Board Member Resignation Policy: Dottie stated that this needs to be in the By Laws and shall be discussed at the next meeting.

Library Board Secretary: Needs to be decided. For the November Meeting, Deb as acting secretary, took meeting minutes.

Date of Next Meeting: The next Board of Trustees Meeting will be held on Wednesday, December 18, 2024 at 6:30 pm.

The meeting was adjourned by President Bob Reed at 7:35 pm.

Respectfully submitted,

Deb Lewis, Acting Board Secretary