

**ITASCA COMMUNITY LIBRARY  
BOARD OF TRUSTEES MEETING  
Tuesday, June 17, 2025  
7:00 P.M.  
Minutes**

**ROLL CALL**

President Nelson called the regular meeting of the Board of Trustees of the Itasca Community Library to order at 7:00 p.m.

**Present:** Paul Nelson, President; Michael Golden, Treasurer; Patricia Schumacher, Secretary; Members: Anne Boehne, Renee Fitzgerald, Maureen Voypick

**Not Present:** Anja Tranter, Vice President

**Also present:** Ridgeway Burns, Library Director; Jackie Stork, Assistant Director/Youth Services Department Head; Carrie Straka, Adult Services Department Head; Alexis Henke, Williams Architects

**PUBLIC COMMENT**

None

**SECRETARY'S REPORT**

**Approval of Minutes from Tuesday, May 20, 2025**

Michael Golden made and Patricia Schumacher seconded a motion to approve the minutes of the Tuesday, May 20, 2025 meeting as presented.

The motion carried on the following:

<b>Voice Vote:</b>	<b>Ayes: 6</b>	<b>Nays: 0</b>	<b>Motion Passed</b>
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**FINANCIAL REPORT**

**1. Approval of Bills Payable (ACTION- ROLL CALL VOTE)**

Michael Golden made and Maureen Voypick seconded a motion to approve the Bills Payable in the amount of \$70,456.84.

The motion carried on the following:

<b>Roll Call Vote:</b>	<b>Ayes: 6</b>	<b>Nays: 0</b>	<b>Motion Passed</b>
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**2. Treasurer's Report**

- Michael Golden had questions regarding salaries in the financial report. Ridgeway will check with Lauterbach & Amen on it.
- The library received \$166,000 in tax money. Hopefully more will come.
- Work on the sign is progressing.
- There was a discussion on paper checks vs. ACH. There are nominal fees for setup.
- There was a discussion about a payment issue with Williams Architects.

**PRESIDENT'S REPORT**

- Paul Nelson complimented Jackie Stork on the Summer Reading Club kickoff. It was very high energy.

## **LIBRARIAN'S REPORT**

- The new administrative assistant will start on July 7.
- RTU-8 has a freon leak. The unit is not failing yet, but it will be replaced this year.
- There was a question if any of the other RTUs are bad.
- There was a discussion about a purchasing cooperative, and the difference between bids and a purchasing cooperative.
- There were question on costs, and Ridgeway needs to check.
- There was discussion on the restrooms as part of the renovation. They can be single use, but the permit from the village hasn't been received yet.
- John Shales from SMC can be brought in to discuss the renovation further.
- Mulching will be done on June 20.
- Ridgeway recognized what a good job Chris Bush has been doing on maintaining the library.

## **OLD BUSINESS**

None

## **NEW BUSINESS**

### **1. Presentation of Renovation Project Plans (INFORMATIONAL- WILLIAMS ARCHITECTS)**

- Alexis Henke from Williams Architects gave an overview of the West Meeting Room and patron restroom renovation.

### **2. Presentation of Patron Satisfaction Survey Results (INFORMATIONAL)**

- There was a discussion of the patron Satisfaction Survey results.

## **ADJOURNMENT**

With no further business before the Board, Michael Golden made and Anne Boehne seconded the motion to adjourn.

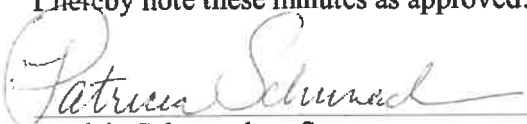
The motion carried:

**Voice Vote:**                      **Ayes: 6**                                      **Nays:**                                      **Motion Passed**

The meeting was adjourned at 8:25 p.m.

The minutes were taken by Carrie Straka.

I hereby note these minutes as approved.

  
Patricia Schumacher, Secretary

7/15/2025  
Date