

**ITASCA COMMUNITY LIBRARY
BOARD OF TRUSTEES MEETING**

Tuesday, September 17, 2024

7:00 P.M.

AGENDA

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; Anja Tranter, Vice President; Michael Golden, Treasurer; Patricia Schumacher, Secretary

Members: Anne Boehne, Renee Fitzgerald

Not Present: Sharon Laughlin

Also present: Ridgeway Burns, Library Director; Carrie Straka, Adult Services Department Head; JoDee McDonnell, Business Manager; Guest, Maureen Voypick

PUBLIC COMMENT

None

SECRETARY'S REPORT

Approval of Minutes from Tuesday, August 20, 2024

Patricia Schumacher made and Renee Fitzgerald seconded a motion to approve the minutes of the Tuesday, August 20, 2024 meeting as presented.

The motion carried on the following:

Voice Vote: Ayes: 6 Nays: 0 Motion Passed

FINANCIAL REPORT

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

Michael Golden made and Anja Tranter seconded a motion to approve the Bills Payable in the amount of \$67, 268.93.

- Michael Golden added JoDee to the account at the bank. Ridgeway will stay on through the transition.
- There was a question in regard to the check to Colley Elevator. The capital improvements amount needs to be adjusted.
- There was a discussion of grants and capital improvements. Ridgeway is checking with the accountant on it.
- There was a question on if the library has received the tax money yet.

The motion carried on the following:

Roll Call Vote:

Ayes: 6

Nays: 0

Motion Passed

Mr. Nelson
Mrs. Tranter
Mr. Golden
Mrs. Schumacher
Mrs. Boehne
Mrs. Fitzgerald

2. Treasurer's Report

JoDee McDonnell gave an overview of what she's learning about what the village does.

PRESIDENT'S REPORT

- Paul Nelson commented on how the last two weeks have been busy. The elevator project is mostly complete. Colley, SMG, and Comcast will all be here on September 18 to work on the emergency phone line in the elevator.
- Craig Benes at District 10 is excited to work together on new initiatives: an intergovernmental agreement to provide free library cards to kids (Cards for Kids).
- There was a question about what materials can be checked out. We don't restrict materials at checkout.
- Paul Nelson asked if we know how many kids in Itasca have cards. That is going to be looked into.
- An update on the outside sign: There has been a lot of back and forth with the village: They're pretty firm about the 8-foot setback. The location is no longer feasible.

LIBRARIAN'S REPORT

- Williams Architects will spec replacing our current sign.
- Anja Tranter had a question about the State of the Village event. It is on Tuesday, October 8.

OLD BUSINESS

None

NEW BUSINESS

1. Approval of Proposal for Elevator Fire Alarm (ACTION- VOICE VOTE)

Michael Golden made and Anja Tranter seconded a motion to approve the Proposal for Elevator Fire Alarm.

- The fire alarm is part of necessary fire improvement upgrades. There was a question of why this wasn't included originally. It was an unexpected additional proposal for more fire systems.

The motion carried on the following:

Voice Vote: Ayes: 6 Nays: 0 Motion Passed

2. **Review of Interlibrary Loan & Emergency Closing Policies (INFORMATIONAL)**
- 3.

EXECUTIVE SESSION

1. **Motion to adjourn to Executive Session pursuant to the Open Meeting Act, Section (2) (1) to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body (ACTION- VOICE VOTE)**

Michael Golden made and Anja Tranter seconded a motion to adjourn to Executive Session at 7:31 p.m.

The motion carried on the following:

Voice Vote: Ayes: 6 Nays: 0 Motion Passed

ADJOURNMENT

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


The motion carried on the following:

Voice Vote: Ayes: 6 Nays: 0 Motion Passed

The meeting was adjourned at 7:46 p.m.

The minutes were taken by Carrie Straka.

I hereby note these minutes as approved.


Patricia Schumacher, Secretary

10/15/2024
Date