

DE SOTO PUBLIC LIBRARY BOARD OF TRUSTEES
REGULAR MEETING
Monday, September 9, 2024

1. CALL TO ORDER

- a. The meeting was called to order by President Jillian Lutz at 6:06 pm
- b. Roll Call: Board members present: Aleen Davis, Connie Krizek, Jillian Lutz, Joni Roland, Ed Sacco, Caitlyn Vanover and Jerry Willette. Board members absent: Ashley Jennings and Beverly Wilson.
- c. Guests: Janice Butcher
- d. Acceptance of Agenda: Agenda was accepted as presented. Motion made by Connie Krizek. Seconded by Ed Sacco.

2. APPROVAL OF MINUTES – August 2024 Board Meeting Minutes were approved as presented. Motion made by Connie Krizek. Seconded by Ed Sacco.

3. PUBLIC COMMENTS – None

4. FINANCIAL REPORT: TREASURER

- a. The August financial report was approved as presented. Motion was made by Aleen Davis. Seconded by Connie Krizek.
- b. **Consideration of Proposed FY2024-25 Wage Schedule** – Library Director, Karen Graham, presented information regarding the state increase to minimum wage in January 2025 to \$14/hour. As a result of the increase, the Director presented a new schedule that relates to staff experience as well as new clerk interviewed recently. Karen asked board to review the information presented and a vote would occur at October board meeting.
- c. **Consideration of Proposed FY2024-25 Annual Budget** – Library Director, Karen Graham, presented providing details on certain line items. Karen asked the board to review the budget for a vote at October board meeting.

5. DIRECTOR'S REPORT

- a. Karen presented the September 2024 Director's Report. Karen made note that the library will be closed Saturday, September 21, so library staff can participate in the De Soto Fall Festival where the Library will be hosting a booth. The report was accepted as presented. Motion was made by Connie Krizek. Seconded by Ed Sacco.

6. OLD BUSINESS

- a. Library Director applicants: Joni Roland gave an update from the hiring committee. Joni and Bev Wilson will interview an applicant later this month.

7. NEW BUSINESS

- a. Part-time staff applications – Joni Roland gave an update on recent interviews.
- b. Closure between Christmas and New Year's – Karen presented asking for approval of a 4-day weekend closure of the library during the Thanksgiving holiday. In addition, Karen asked for a repeat of the closure approved last year between Christmas and New Year's. The library would be closed from 12/24/24 through 1/1/2025. Motion was made to accept closures as presented by Joni Roland. Seconded by Connie Krizek.

8. ADJOURNMENT – Appreciation was expressed by the board for all the work Karen has been doing for the library while working remotely at her new position. There being no further business the meeting was adjourned by President Jillian Lutz at 6:47pm. Motion made by Joni Roland. Seconded by Connie Krizek.