

ALBANY JOINT LIBRARY BOARD MINUTES
Tuesday, February 4, 2025

The regular meeting of the Albany Joint Library Board was called to order at 6:30 PM on Tuesday, February 4, 2025 by President Roxie Kolasch. Board members present: Dave Bristow, Felicia Caldwell, Sue Dunphy, Angie Janes, Kim Lein, Roxie Kolasch, and Scott Roth. Board members missing: none. Also present: Library Director Melissa Everson.

Proof of posting was verified.

A quick tour was taken of the new kids book shelving area, with lots of positive feedback from the board to the library staff.

Motion to accept the minutes of the January 7, 2025 board meeting made by Angie, second by Felicia, and carried with none opposed.

Discussion of the December board meeting closed session meeting notes. Motion to have the December closed session meeting notes updated with wage-specific details for all staff was made by Sue, second by Scott, and carried with none opposed. Angie will make the corrections.

Bills were reviewed, with nothing of note. Motion to approve the bills made by Sue, second by Angie, and carried with none opposed.

Treasurer's report was reviewed. Of note, the Actual column should say "2025", donations account balance is correct. Waiting on audit numbers from the Village for total available funds. Kim will assist with getting numbers from Michelle at the Village. Motion to approve the Treasurer's report with corrections was made by Roxie, second by Scott, and carried with none opposed.

Director's report was reviewed by Melissa. Now complete kids picture book project was reviewed, annual report is underway.

Old Business -

- Ricoh copier contract is under review for possible vendor change in May. Meeting with possible alternative, Rhyme Business Products, went well.
- Library name and logo will be updated as needed on literature and signage to the correct "Albertson Memorial Library".

New Business -

- Closed session will be added to the agenda for the March board meeting for discussion of personnel, wages, and work hours.
- Library strategic plan final version was handed out to board members.

Upcoming Board Meetings -

Tuesday, 3/4

Tuesday, 4/1

Adjournment -

Motion to adjourn was made by Dave, second by Felicia, and carried with none opposed.
Meeting was adjourned at 7:23 PM.

Respectfully submitted by
Scott Roth, Secretary
Albany Joint Library Board
Albertson Memorial Library