

JEFFERSON PUBLIC LIBRARY BOARD MEETING MINUTES

December 13, 2023

PRESENT: Adams, Brown - Kurtz, Condon, Griffith, Stelse, Library Director Anderson

ABSENT: Pizano, Skretta, City Council Liaison Lynda Stone

Guests: None

APPROVE AGENDA: Moved by Stelse; seconded by Brown-Kurtz; unanimous

APPROVE/CORRECT MINUTES of November 2023; Moved by Brown-Kurtz; seconded by Stelse; unanimous

COMMENTS FROM PUBLIC/CORRESPONDENCE: Thank you received from West Library Literacy Council, \$1,000 donation from Paul Didion.

STATISTIC REPORT AND FINANCE REPORTS:

See handouts. 17 new library cards were issued in November. People count down, and circulation is down. Good attendance for what is being offered. Theisen's Grant for \$2,250 was used for picture book shelving. \$500 in Chamber bucks for staff. All full time staff got \$50, and seasonal staff received \$25. The Director did not include herself in this.

AUDIT BILLS:

Motion made by Stelse to approve the November 2023 bills as follows:

Expenses:	22,326.20
Salaries:	30,691.45
Fringes:	9,883.55
TOTAL:	\$62,901.20

Seconded by Brown-Kurtz; also reviewed by Adams.

Roll call vote: Adams- yes, Brown-Kurtz- yes, Condon- yes, Griffith - yes, Stelse- yes.

COMMITTEE REPORTS:

A. None

INVESTMENTS AND LIBRARY FUND: South Central Library System has \$307,247.95; Jefferson Community Foundation \$235,834.47, Money Market \$47,517.90; Library Fund \$338,831.33.

DIRECTOR'S REPORT:

- A. Pay it Forward: In the past, December was a month of fine forgiveness. Since the Library has gone fine free, a donation drive of money and food for the Jefferson Area Food Pantry was done instead. Matching contributions up to \$250.
- B. Book Nook Cafe: Free coffee, tea, and hot chocolate. Donations will be given to Friends of the Library.

C. Business and Discussion

Motion made by Stelse to approve the Displays and Free Materials Policy; seconded by Condon; unanimous.

New Business

A. 2024 Wage/Merit Increase (Action)

Motion to approve the 2024 Wage/Merit Increase made by Brown-Kurtz; seconded by Adams; unanimous.

B. Contract for County Library Services (Action)

Motion to approve \$119,396 reimbursement from the Contract for County Library Services made by Stelse; seconded by Brown-Kurtz; unanimous.

C. Pizano Resignation (Informational)

Library Board member Pizano has submitted her Resignation.

NEXT MEETING DATE: January 10, 2024

ADJOURN MEETING: 6:43 p.m.

Moved by Condon; Seconded by Brown-Kurtz; unanimous.