

# West Concord Library Board Meeting Tuesday, December 09, 2023 @ 5:00 pm

Present: Library Board Members: Kayla Burse, Al Gilbert, Pat Hanson, Colleen Hayne, Michelle Lee, Karen Peterson, Heather Phillips.

Library Director: Heather Frederick.

Guest: Lois Johnson

Next meeting: Tuesday, December 12th, 2023 @ 5:00 pm

## Call Meeting to Order

- Colleen called the meeting to order.

## Secretary's Report

- Motion to approve by Kayla, second by Al.

## Old Business

- Computers #2 and #4 continue to freeze after solid state drives were installed. The Library Staff will continue to monitor.
- The craft event held during Christmas in West Concord had a large turn out of children in attendance; 113 completed crafts out of 144 total crafts available.

## New Business

- Presentation of bills: motion to approve payment of bills by Al, second by Karen.
- The library YTD balance was reviewed.
- The Dodge County Funding for 2024 was made public. The amount the West Concord Library will receive reflects an increase of approximately \$3,000 more than the amount received for 2023.
- The Library Board voted to grant Heather, Library Director, her 6-month wage increase of \$2 per hour: motion to approve by Kayla, second by Michelle. Ayes 7. Nays 0.
- Regarding any sale of Mark Fretty's book collection that was donated to the library by Arlene Fretty – all Library Board Members agreed to have the Cardinal Club handle the money received by keeping the funds in an account named "Mark Fretty Memorial Fund" as long as the Cardinal Club agrees to distribute the funds to the library for a designated use that has been approved by the Library Board through majority vote to do so. Lois Johnson is donating her time to find out information on the Comic & Toy Show at Apache Mall being held January 6<sup>th</sup> - 7<sup>th</sup>, 2024 for an option to hold a book sale at this event.

**Librarian's Report:**

- The day after Thanksgiving the library spent part of the \$500 grant money for STEM items. Purchased a dollhouse with accessories, Magna Tiles – 100-piece classic set, farm animal and forest animal sets.
- Still working on updating Policies, goal to have the ready to vote on at January meeting.
- Checked with Ingvild at CD Library about 1,000 Books Before Kindergarten and she is still working on getting it going and will let us know. She thinks it will be ready to go by the end of the year.
- Vacation dates and coverage from Nan and Sue while Heather is out Thursday, January 25<sup>th</sup> – Saturday, February 3<sup>rd</sup> to return Monday, February 5<sup>th</sup>.