

Presque Isle Community Library - Board of Trustees	
Meeting Category:	Regular Meeting
Date:	November 12, 2024
Time:	4:00 pm
Location:	At the library and via Zoom
Zoom information:	Zoom link: https://us02web.zoom.us/j/86587461929 Meeting ID: 865 8746 1929

- 1) Call to Order (KS)
 - a) MK called to order at 4:01.
- 2) Roll Call of Members/Introduction of Visitors (LR)
 - a) Board Members Present: Christal Schermeister-Simons (CSS), Mary Koster (MK), Cathy Logan Weber (CLW), Kip Decker (KD), Lisa Ruesch (LR)
 - b) Board Members Absent: Christine Wallace (CW), Joe Kemnitz (JK), Keith Stanosz (KS)
 - c) Visitors Present:
- 3) Agenda approval/modification (KS)
 - a) Motion to approve CLW
 - b) Seconded by KD
 - c) All in favor, motion passes
- 4) Approval of Minutes (October 8, 2024) (MK)
 - a) Motion to approve CLW
 - b) Seconded by KP
 - c) All in favor, motion passes
- 5) Treasurer's report (CSS)
 - a) Income during the month of October
 - i) Total income \$234.94 from interest, petty cash, and misc fees
 - b) Expenses during the month of October
 - i) October actual ended up being less than predicted due to not getting continuing education charges
 - c) Action on bills to be paid - November
 - i) Motion to approve spending of \$5,940.98 for the month of November by CLW
 - ii) Seconded by KD
 - iii) All in favor, motion passes
 - d) Discussion by board about the PI Budgeted amount for Library in 2025 and the Library 2025 budget number and where to make up the difference. Need to confirm County Contribution amount.
 - e) Money to pay for Rosenberg Window came from a donation in 2023. Donation check was deposited in PI Library account (until needed) and was used to pay the expenses for the window in 2024.

- 6) Library Director's Report (CSS)
 - a) Upcoming Events
 - i) Christmas decorating December 3, 1:00pm
 - ii) Kids programs over winter break Dec 26 & Jan 2, 10:00am
 - b) WLA Conference Recap
 - i) Lots of connections made, lots of ideas
 - c) Entrance Renovation Updates
 - i) Stained glass window installed, coffee table coming along
 - d) Office Hours
 - i) Typical

Motion to approve Director's Report (CLW), Second (KP).
All in favor, motion passes.

- 7) Ongoing Business
 - a) Approving updates to vacation policy -
Motion made to Change the Library Personnel Policy from "Vacation must be taken into the calendar year" to "allowing employees to carry over up to 40 hours of vacation time into the next year, to be used in that year". (CLW)
Seconded (KP)
This policy was made to better match the town's policy.
Discussion
All in favor, Motion passes
 - b) Budget proceedings
 - c) Board membership changes - Town approved the extension of terms for Keith Stanosz and Kip Decker
 - d) Town employee meeting - still needs to be scheduled for Christal and town representatives.

8) Public comment

- 9) Adjournment (MK)
 - a) CLW adjourned the meeting at 4:37pm
Seconded KP

Approved by the Presque Isle Community Library Board at the regular meeting,
12/10/24