

Presque Isle Community Library - Board of Trustees	
Meeting Category:	Regular Meeting
Date:	December 10, 2024
Time:	4:00 pm
Location:	At the library and via Zoom
Zoom information:	Zoom link: <a href="https://us02web.zoom.us/j/83108994110">https://us02web.zoom.us/j/83108994110</a> Meeting ID: 831 0899 4110

- 1) Call to Order (KS)
  - a) KS called to order at 4:04pm
- 2) Roll Call of Members/Introduction of Visitors (KS)
  - a) Board Members Present: Christal Schermeister-Simons (CSS), Mary Koster (MK), Cathy Logan Weber (CLW), Kip Decker (KD), Lisa Ruesch (LR), Christine Wallace (CW), Joe Kemnitz (JK), Keith Stanosz (KS)
  - b) Board Members Absent:
  - c) Visitors Present:
- 3) Agenda approval/modification (KS)
  - a) Motion by KD to add 8)h) - nominating a chairperson of the board for 2025
  - b) Second by LR
  - c) All in favor, motion passes
- 4) Approval of Minutes (November 12, 2024) (KS)
  - a) Motion by MK to fix 7)c) to read Keith, not Kevin.
  - b) Second by KS
  - c) All in favor, motion passes; approved as corrected
- 5) Treasurer's report (CSS)
  - a) Income during the month of November
    - i) \$308.01 for November - interest, petty cash, donation
  - b) Expenses during the month of November
    - i) November was more than expected due to a bill for our magazine subscription service
    - ii) Some expenses from the conference Christal went to will be reimbursed from a scholarship she got, hopefully by the end of the month
  - c) Action on bills to be paid - December
    - i) Motion to approve spending for December in the amount of \$7,023.32 by CW
    - ii) Second by MK
    - iii) All in favor, motion passes
- 6) Library Director's Report (CSS)
  - a) Art in the Library
    - i) Community exhibit is up - several new people participated this year
  - b) Scheduled Events
    - i) Kids programs over break

- c) Entrance Renovation Updates
  - i) Paul Rosenberg stopped in to see the window
  - ii) Coffee table is in place
- d) Office Hours
  - i) As typical
  - ii) Christal will be carrying 40 hours of vacation time to 2025, as per board and town policy

7) Ongoing Business

- a) Approving updates to personnel policy
  - i) Confirmed at the November meeting
- b) Town employee meeting
  - i) Looking at wording for clauses for part time employees
  - ii) Town approved Christal's raise that was stipulated based on her completing coursework
- c) Budget proceedings
  - i) Town budget is done, just waiting to be approved

8) New Business

- d) Policy for Library of Things
  - i) Christal will look into what other libraries are doing
  - ii) Policy committee will propose changes and bring it to the board at a later date
- e) Reconciling year-end accounts with Town Clerk
  - i) Christal will talk to Kim
- f) Create and sign annual employment contract with library director
  - i) Postponed to January 2025
- g) Carpet cleaning for library
  - i) Cathy has leads, will follow up in January
- h) Nomination of Board Chairperson for 2025
  - i) KS is staying on the board, but stepping down as president in 2025
  - ii) CLW nominated Mary Koster to be Presque Isle Community Library Board of Directors starting January 2025. Mary Koster accepted the nomination and will be added as a bank signatory.
    - (1) KD seconded
    - (2) All in favor, motion passes

9) Public comment

10) Adjournment (KS)

KS adjourned the meeting at 5:01 P.M.

Next meeting will be Monday, January 13, 2025 at 4:00 P.M.

*\*A change from our typical second Tuesday*

Minutes approved at the PICL Board Meeting 1/13/25