

Library Board of Trustees
Regular Meeting – Hybrid Meeting
June 20, 2023
Approved as amended July 18, 2023

Members Present: Trustees Connie Holz, Shari Lane, Phyllis M Potter, Robin Ross.
Absent: Constance Euerle

Staff Present: Darren Hoerner

Guests Present: Friends of the Library Board Chair Karen Eames

Regular Board Meeting Call to Order: Chair Robin Ross called the meeting of the Lopez Library Board of Trustees to order at 12:06 pm. The meeting was both in person and via zoom.

Approval of the Agenda

MSP: Phyllis M Potter moved, Shari Lane seconded, approved unanimously.

Friends of the Library Report: Karen Eames first expressed how impressed she was with the Strategic Plan. She went on to say that the Friends were busy! The July 4th Booksale involved many new volunteers, in addition to the regulars. Since their Fall appeal, they had received over \$53K in donations. They have raised over \$1,000 at the Farmers' Market thus far this summer. Their August fund raising event has been expanded to two days.

Prior Month's Minutes Approval

MSP: Connie Holz moved, Robin Ross seconded approval of the minutes as amended from the May 16, 2023, regular meeting. Motion passed unanimously.

Routine Matters

- Vouchers: 05/17/23 \$13,090.53; 05/30/23 \$2,364.21; 06/12/23 \$8,752.66
- Payroll and Benefits: 05/25/23 – salary/hourly \$27,601.08; benefits \$19,574.00
- Surplus: 471

MSP: Phyllis M Potter moved, Shari Lane seconded approval of Voucher, Payroll and Benefit expenses and the surplus count. Motions passed unanimously.

Financial Report: Our income from the tax revenue is at 61% as of the end of May. Professional services expenses are running a little high due to the cost of the audit. Cash in hand in operating fund is \$319,326.

Director's Report:

- The Teen Interns program now has 7 interns.
- Darren was contacted by a roofing company regarding reroofing the library. It was decided that Darren would go forward with requesting bids from several sources, including that company.

Strategic Plan

MSP: Connie Holz moved; Phyllis M Potter seconded approval of the Strategic Plan submitted by the Director. Motion passed unanimously.

Old Business

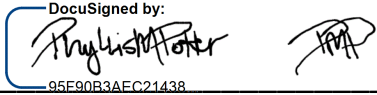
- Facilities
 - Fire monitoring and alarm system – The system is fully operational having passed the State's electrical inspection on June 8 and the County's Fire Marshal inspection June 14. Convergent is preparing an operation manual to assist in training staff on the system.
- Enduris Insurance update -- Shari and Darren called our representative with Enduris. After much discussion, and since a site visit has not been performed since 1995, it was recommended that one be arranged as soon as possible. It was noted that our premiums have increased 100% since 2015.

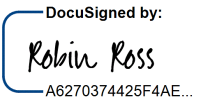
New Business:

- Fund Raising
 - MSP:** Phyllis M Potter moved, Shari Lane seconded approval of a proposal for the Director to put together an exploratory committee regarding the financial sustainability of the library and its future. Motion passed unanimously.
- Estate of Susan Jane Guffey – The Board discussed the possible ramification of accepting the offer of being beneficiaries of the estate.
 - MSP:** Robin Ross moved, Connie Holz seconded that we accept the offer from the estate and move forward.

Adjournment: With no further business on the agenda, Phyllis M Potter moved, Connie Holz seconded a motion to adjourn. Motion unanimously passed at 1:36pm.

Next **Regular** Meeting: July 18 (Third Tuesday of the month, noon to 2pm)

Respectfully submitted: 
Board Secretary

Approved: 
Board Chair