

Huron Public Library Board of Trustees
Minutes to Regular Meeting January 10, 2024

The meeting was called to order at 7:11 pm. by President, Joe Giardina.

Present: Rebecca Morey, Joe Giardina, Will Folger, Bob Williams, Karyn Seibel, Robert Kozar, and Pete Jackson. Also present: Jennifer Buch, Director; and Laura Dahnke, Fiscal Officer.

Pledge of Allegiance was said.

Joe Giardina welcomed new Trustee, Rebecca Morey to her first meeting.

MOTION by Trustee Kozar, second by Trustee Williams to approve the minutes of the Regular Meeting December 13, 2023. Voice Call – Ayes prevailed unanimously. Motion carried.

GUESTS: NONE

PUBLIC COMMENTS: NONE

COMMUNICATIONS: NONE

REPORTS:

President's Report: NONE

Director's Report: Director Buch submitted her report to the board. December and YTD statistics were distributed. The first iteration of new logos was shared for consideration and discussion. Director noted that the OLC is reminding everyone of the ongoing need for advocacy of libraries.

Fiscal Officer Report: This Fiscal Officer presented her report to the board. Review of the estimate of the Children's Area Renovation financing occurred.

MOTION BY Trustee Seibel second by Trustee Kozar to approve Appropriation and Revenue Supplementals made to the budget for the month of December. Roll Call: J. Giardina, Yea; B. Williams, Yea; W. Folger, Yea; R. Morey, Yea; R. Kozar, Yea; P. Jackson, Yea; K. Seibel, Yea. Motion Carried.

MOTION BY Trustee Williams to accept Then and Now Purchase Orders, second by Trustee Jackson. Roll Call: P. Jackson, Yea; R. Kozar, Yea; K. Seibel, Yea; R. Morey, Yea; W. Folger, Yea; J. Giardina, Yea; B. Williams, Yea. Motion carried.

Personnel Committee Report: Chair Williams noted the Committee “Loves it when a plan comes together” regarding open positions filled.

Audit and Finance Committee Report: Trustee Jackson: No report. Next meeting will be in February.

Building and Grounds Report: Trustee Giardina is chairing the committee until Trustee Morey is caught up to date on current projects. Trustee Giardina reported that the scope of the HVAC project was given to the engineer from TEC Inc. who reviewed our system and building. The engineer will provide a report including specifications of what may need to be done, then the request for quote and bidding process can begin. Next committee meeting will be scheduled when the specifications are ready.

Strategic Planning Committee: No Report. Next meeting will be in late February or early March.

Policy Update Committee: Trustee Folger deferred to Director Buch for staff input on Policy & Procedure Manual. Director reported that the staff felt that everything that says “18 & under” should be revised to “17 & under” because age 18 is considered an adult. Director is keeping a list of staff comments for next meeting which is Tuesday, January 30th at 5:00 pm.

OLD BUSINESS

Discussion of Mission and Vision Statements:

Mission: staff is OK with it as presented.

Vision: staff wants to recognize books AND other media.

Proposal to revise Vision Statement to: “Inspiring Generations with Books & More”.

Motion to adopt Mission Statement and revised Vision Statement made by Trustee Folger, second by Trustee Giardina. Voice Call – Ayes prevailed unanimously. Motion carried. Both statements will be updated and posted.

Patron Request for Hearing: provide following dates to our legal counsel: Feb. 14, Mar. 13, Apr. 10 all at 6:00 pm (before Board meeting).

NEW BUSINESS

MOTION by Trustee Jackson second by Trustee Seibel to accept the Financial Statements for November 2023. Roll Call: J. Giardina, Yea; W. Folger, Yea; B. Williams, Yea; K. Seibel, Yea; R. Kozar, Yea; P. Jackson, Yea; and R. Morey, Yea. Motion Carried.

MOTION by Trustee Williams second by Trustee Seibel to approve two staff changes: Accept the resignation of Danielle Brown effective January 8, 2024 and Approve hiring

Duane Sluga beginning January 18, 2024 for the fulltime position of Facilities Manager. Discussion followed: Regular scheduled hours will be 7:00am – 3:30pm Monday – Thursday, 7:00am – 11:00am Friday and Saturday with deviations for snow removal, election day, carpet cleaning, possible renovation access. Voice Call – Ayes prevailed unanimously. Motion carried.

NO MOTION to move to executive session.

No additional suggestions on goals for Library Director.

There being no further business to discuss, MOTION BY Trustee Folger second by Trustee Kozar to adjourn. Roll Call: K. Seibel, Yea; B. Williams, Yea; R. Kozar, Yea; W. Folger, Yea; P. Jackson, Yea; J. Giardina, Yea; R. Morey, Yea. Motion Carried.

Meeting adjourned at 8:26 p.m.

Joe Giardina, President

Laura Dahnke, Fiscal Officer