

**STINSON MEMORIAL PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING**

Date: January 29, 2024

Time: 5:00 PM

Location: Stinson Memorial Public Library Auditorium

The meeting was called to order at 5:04 p.m. by John Hughey, acting as president in Don's absence. Dee Blakely was appointed acting secretary.

Present: John Hughey, Jan Hunter, Marilyn Keller, Shirley Harris, and Dee Blakely.

Absent: Misty Yates and Don Burnett

Also Present: Sarah Watkins

No Visitors.

November 27, 2023 and January 2, 2024 minutes approved with a motion by Hunter and second by Keller. **Passed.**

November and December Treasurer's report approved with a motion by Hunter and second by Keller. **Passed.**

Motion by Keller and second by Hunter to approve paying December bills.

Roll call vote Harris – Yes, Keller – Yes, Hunter – Yes, Hughey – Yes, Blakely - Yes
Passed.

The Per-Capita grant application was reviewed. Motion to submit as written by Blakely and seconded by Hughey. **Passed**

FY 23 Annual Financial Report: Reviewed.

3D Printing Risk Mitigation procedures: Reviewed.

Sarah presented office equipment update proposal motion to approved Hunter, seconded by Harris. Roll call vote Harris – Yes, Keller – Yes, Hunter – Yes, Hughey – Yes, and Blakely – Yes. **Passed.**

Sarah requested marketing purchases for Rachel motion to approved Hunter, seconded by Keller. Roll call vote Harris – Yes, Keller – Yes, Hunter – Yes, Hughey – Yes, and Blakely – Yes. **Passed.**

Sarah discussed projects to request the Friends of Stinson Library to use their funds for and furniture to sell at the next book sale.

Sarah gave a library report including social media engagement, circulation statistics, programs, outreach, grants, facilities, training and projects.

Marilyn presented a Friends of the Library Report and reported on their February book sale.

Closed Session. **No.**

In the communication between the Board and Director, Keller complimented Salvador Tomas upkeep of the library.

Motion to adjourn at 6:01 p.m. made by Keller and seconded by Harris. **Passed.**

Don Burnett, President

Misty Yates, Secretary

Date _____