

## **LCPL BOARD OF TRUSTEES MEETING MINUTES: July 18, 2025**

**Regular Meeting:** Called to order at 8:03 am, by president Albers. In attendance were board members Jeannine Albers, Kathleen Marsh, Deb Markusen, Linda McKenna, Kathy Chandler (replaces Grenke) Joanne Roy and director Katie Essermann. Absent: Judy Fellows, Michelle Gobert, and Judy Fellows. Leslee Granke has resigned.

**Agenda:** Motion to approve the agenda by Markusen, seconded by McKenna, all ayes motion carried.

**Public Presentation and Comments:** None

**Minutes:** Motion to approve the minutes of the June 20, 2025 Trustee Board meeting, was made by Markusen, seconded by Chandler, all ayes motion carried.

**Treasurer's Report:** Essermann presented the financial reports. The list of vouchers was reviewed, motion by McKenna, seconded by Chandler to accept the vouchers as presented, all ayes motion carried. Motion by McKenna, seconded by Chandler to approve the treasurer's financial reports, all ayes motion carried.

### **Directors Report:**

Summer Reading sign ups have reached 121, which is a new record high!

Usage of the meetings rooms have been incredible, the need for public meeting space becomes even more evident every day these rooms get booked. Discussion on the number of attendees at the Community Connections program and the speaker series are both in the 30's. Being very well received.

A local couple has celebrated their 50<sup>th</sup> wedding anniversary and has chosen to have donations to the library in place of gifts, donations are currently at \$1,000.00.

Programming: 7 have taken place since last board meeting, highlights include:

- T-shirt tie dying (over 40 attendees)
- Community connections (over 35 attendees)
- Car seat safety story time

The pavilion is also being utilized on most nice days.

Motion to accept the directors report by Markusen, seconded by Marsh, all ayes, motion carried.

### **Committee Updates:**

**Friends of the Library:** Esserman reported they will be holding a book sale this Saturday in the Friends meeting room. They have made donations to the library already this year, such as the pizza or the summer reading kick-off party, the paper cutter and 500.00 in extra donations.

**Building Expansion Committee:**

- Marsh reported the brackets for the panels are being installed. Discussion on the solar project/roof status.

**Policy Committee:** Esserman reported they did not meet; they will meet in August. Marsh wishes to remind the committee that the endowment policy needs to be reviewed.

### **New Business:**

Insurance: Cover pages of the policies were reviewed and discussed. Katie will contact the agent to possibly attend the next meeting, if not in person, then virtually.

Background check information: Katie will need to create an account with the DOJ, once it is approved with the library as the business, she will be able to perform the background checks. The board would also like her to check CCAP for new hires. Agreement by the board for this to become a SOP.

Newsletter: Esserman reported that she is working with the website designer to advance this project.

Chandler inquired about computer backups. More information is needed, item for August agenda.

Marsh inquired about the security training, Katie responded it has not been completed yet.

Discussion on Volunteers, a donation bucket should be available for all events.

Need for the budget committee to start the process: Budget panel members are: the LCPL President, LCPL treasurer and the director. Chandler is hereby appointed as an additional member by the president.

### **Unfinished Business:**

Voice Recording of minutes: Discussion. No further action

Folding chair quantities are 23 metal and 4 plastic which would bring the meeting room up to capacity (50) for events.

**Next Meeting:** August 15th, 2025 8:00 a.m.

**Meeting adjourned at 9:19 by president Albers.**

**Respectfully Submitted,**

**Joanne Roy, Trustee**