

November 14, 2023

The regular monthly meeting of the Lena Library Board was called to order at 5:45 pm by President Charlene Foley in the library. Present: Board members Kathy Benters, Roger Schulz, Barb Schexnayder, Susan Youngblut, Kim Hybarger, and Attorney Ed Mitchell. Absent was Barb Kepner.

The secretaries' minutes were reviewed, Roger made the motion to pass and Barb S. seconded. Motion passed.

The treasurers' report was given by Kathy, with checking account balance of \$46,372.27, money manager \$359,269.67, and total assets of \$505,641.94. She then made the motion to pay October and November bills, and payroll, and to record the treasurers' report, Barb S seconded. Voting followed, motion passed.

Library Director Brittany presented the librarians' report including 1,259 checkout/renewals, 4 new patrons, 22 items added, and 249 ebook checkouts. Story hour/after school programs are going well. Since the library was closed during trick or treat hours 100 treat bags were made up and given out. There have been no further issues since the after school programs' incident with the autistic child. Staff meeting was held and upcoming schedules and the training of the new employee were discussed. Jamie is doing well and has been working alone since November 1st. Brittany would like to do a Christmas Craft Day for families on December 9th.

A discussion was held on the use of the meeting rooms. Roger made the motion to leave the rental as it is for now.

Barb S. seconded. Voting followed, motion passed. This will be reviewed annually. The motion was then made by Roger to allow Brittany to decide who uses the room, and if there are any questions she will ask the Board. She will bring the calendar monthly showing who is renting the room. Susan seconded. Voting followed, motion passed.

Following last months recommendation from Dan Harnish the insurance deductible was raised from \$500 to \$1000. An extra million was added to the liability umbrella. Roger made the motion, Kathy seconded. Motion passed.

Attorney Mitchell presented the Levy, in the amount of \$240,000.00. Roger made the motion to pass, Susan seconded. Roll call vote followed: Kathy Benters-aye; Charlene Foley-aye; Roger Schulz-aye; Barb Schexnayder-aye; Kim Hybarger-aye; Susan Youngblut-aye; Barbara Kepner-absent.

Attorney Mitchell will research legal forms to deal with children with disabilities/ issues in the Library, especially in the story hour/ after school programs.

With Christmas and New Years Day being on Mondays, it was decided to be closed on Monday and Tuesday, December 25th and 26th, and January 1st and 2nd.

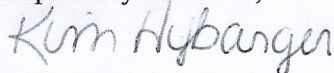
True Vines' contract was presented, with services increasing \$10.00. Kim made the motion to accept the snow removal/ plowing contract. Susan seconded. Voting followed, motion passed.

Brittany questioned whether a zero policy clause should be added the handbook concerning behavior in the Library. Two warnings are given at this time. This issue will be revisited after advice from Attormey Mitchell.

Roger made the motion to adjourn for an executive session. Susan seconded. Meeting was adjourned at 6:48. Meeting was reconvened at 6:50. Brittany was told that amounts for Christmas bonuses this year are as followed: Brittany \$350, Kathy \$300, Jamie \$100.

Roger then made the motion to adjourn, Kim seconded. Meeting was adjourned at 6:57 pm.

Respectfully submitted,



Kim Hybarger, Secretary
Lena Library Board