

November 12, 2024

The regular monthly meeting of the Lena Library Board was held on November 12, 2024. The meeting was called to order at 5:45 pm by President Charlene Foley. Present: Kathy Benters, Roger Schulz, Barb Schexnayder, Sue Youngblut, Kim Hybarger, Library Director Brittany Gaulrapp, and Attorney Ed Mitchell. Absent was Barb Kepner.

The secretarys' minutes were read and reviewed. Barb made the motion to accept the minutes, Roger seconded. Voting followed, motion passed.

The treasurers' report was given by Kathy. After speaking with the auditor today, Kathy informed the Board that any donation over \$1000 needs to be spent quickly, or the money could be restricted. Kathy requested the amount transferred monthly to the checking account be raised from \$10,000 to \$20,000 or \$30,000 a month. Roger made the motion to change the amount to \$30,000. Sue seconded. Voting followed, motion passed. The checking account balance is \$43,975.25, Money Manager \$284,765.66. Kathy then made the motion to pay October and November bills, and payroll, and to record the treasurers' report. Barb seconded. Voting followed, motion passed.

The Librarians' report was presented by Brittany. Included was 1,381 checkouts/renewals, 8 new patrons, 71 added items, 241 e-book checkouts. Three more children were added to the after school program, bringing the class to 21 students. At the staff meeting IRAs for part-time employees and unused PTO were discussed. The WWII presentation went well, with approximately 20 people attending. The breakroom update estimate from Robyn Schulz was discussed. The amount for the remodel is \$4,295.00, excluding the electric work. Sue made the motion to accept the estimate and move forward, Kathy seconded. Voting followed, motion passed.

Nothing new to report on the Website Compliance concerning ADA. Brandon has reached out for some information needed, and hopes to get it done soon.

Brittany had Piersons come to spray for the bee problem, and then called them back to spray a second time. Hopefully they will not be an issue in the future.

Attorney Mitchell presented Levy Ordinance 24-04, in the amount of \$240,000.00. Roger made the motion to approve, Barb seconded. Roll call vote followed: Kathy Benters-aye; Charlene Foley-aye; Roger Schulz-aye; Barb Schexnayder-aye; Sue Youngblut-aye; Kim Hybarger-aye. Absent was Barb Kepner. Motion passed.

Attorney Mitchell then presented the .02% resolution. Roger made the motion, Sue seconded. Roll call vote followed: Kathy Benters-aye; Charlene Foley-aye; Roger Schulz-aye; Barb Schexnayder-aye; Sue Youngblue-aye; Kim Hybarger-aye. Absent was Barb Kepner. Motion passed.

Kathy presented the revised employee policies. concerning sick leave and personal days, to be added to the Employee Handbook. Roger made the motion to accept, Barb seconded. Voting followed, motion passed.

Christmas bonuses for 2024 were discussed. Sue made the motion to up each bonus up \$50, which puts Brittany at \$400, Kathy \$350, and Jamie and Brandi \$150 each. Roger seconded. Voting followed, motion passed.

Kathy talked about Paid leave for all Workers Act: Unused PTO. The auditor wants the unused PTO to be paid at the end of the year and not be carried over.

Roger informed the Board that the pergola is in bad shape. The issue was tabled until the spring. It may have to be replaced.

Roger made the motion to adjourn. Sue seconded. Motion passed. Meeting was adjourned at 6:50 pm.

Respectfully submitted,

*Kim Hybarger*

Kim Hybarger, Secretary  
Lena Library Board