

June 10, 2025

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

The secretary's minutes were reviewed, and Barb K made the motion to approve, Sue seconded. Voting followed, motion passed.

Kathy presented the treasurer's report, including balances; checking account, \$122,396.16, money manager \$102,429.62; total assets \$444,825.78. She then made the motion to pay May and June bills, and payroll, and to record the treasurer's report. Barb S seconded. Voting followed, motion passed.

Brittany presented the librarians' report. Included : 1,268 checkout/renewals, 10 new patrons, 66 items add, and 268 e-Book checkouts. Summer reading was discussed with employees at the staff meeting. LASER has discussed doing a cookout for the July 25th final event. Brittany is coordinating with LASER rep Ray Nicholas. Brittany was told she could have 5 overtime hours if needed during the reading program. She doesnt expect to need any overtime hours but wanted to be prepared.

The annual required online training for Board members is close to being complete.

Attorney Mitchell presented Ordinance No. 25-01, which is the tentative Budget and Appropriation paperwork. After discussion, Charlene told him to add 5% to the ordinance numbers. He will bring the paperwork for the July meeting.

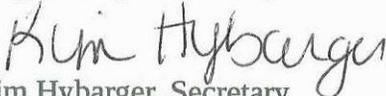
The renewal for ProQuest was discussed. It was decided to give it one more year and decide if it's worth keeping. This last year only 24 searches were done.

Barb K made the motion to adjourn to go into executive session at 6:24 pm to discuss employee raises and vacation time. Meeting was re-adjourned at 6:53 pm.

The personnel committee presented numbers to show what different percentages would do to the employees paychecks. Discussion was held, then Barb K made the motion to give both full-time employees 5%, and part-time 4%. Also changing vacation time to read 1 year – 1 week; 3 years – 2 weeks; 9 years – 3 weeks; 15 years – 4 weeks. 20 + years will be removed from the handbook. Barb S seconded. Voting followed, motion passed. The committee would also like to add an exit interview for employees leaving. Charlene will work on some questions to be included.

Barb K made the motion to adjourn, Sue seconded. Meeting was adjourned at 6:50 pm.

Respectfully submitted,


Kim Hybarger, Secretary

Lena Library Board