

Bancroft Public Library
Board of Trustees - Minutes of the December 10, 2024 Regular Meeting

Present were Ed Donoghue, Kim Erbe, Alesa Wilson, Rachael Armstrong, and Rebecca Brown. Also present were Library Director Melissa Carll and Friends Treasurer Wendy Hunter.

Minutes: Rachael Armstrong made a motion, Alesa Wilson seconded, to approve the November 12, 2024 regular meeting minutes. All being in favor the motion was carried.

Public Comment:

President's Report:

Correspondence:

Finance Officer's Report: Vouchers from the Library Fund Nos. 77 through 84 and totaling \$10966.83 were audited and ordered paid. Alesa Wilson moved, Rachael Armstrong seconded, to accept the Financial Statements as presented. All were in favor and the motion was carried.

In addition, Rebecca Brown moved, Rachael Armstrong seconded, to adopt a resolution appropriating \$10710.00 from surplus and applying it as follows: \$5000.00 to L7410.4 for the Lobby Window Project; \$3210.00 to L7410.4 to cover the Ruth Foster Memorial Garden installation; \$2441.00 to L7410.4 to cover 'overdrawn' amount and final bills; and \$59.00 to L9010.8 to cover excess spending in that account. All being in favor the motion was carried.

Library Director's Report: See attached.

Committee Reports:

Old Business: The windows have been ordered by Al Wilson, and a deposit paid for the Lobby Window Project, and Linendoll Electric has been notified that the electrical outlets can be installed when he is able.

Regarding the 2024 SALS Challenge Grant project, a public meeting was held on December 3, 2024 to present the 1st round of options for expanding the library's footprint.

Regarding the Library's 2025 Budget, Rachael Armstrong made a motion, Alesa Wilson seconded, to adopt the Budget as presented, in the amount of \$96916.00. All being in favor, the motion was carried.

New Business: The *After-School Program Coordinator Job Description* was presented for discussion. After discussion, Alesa Wilson made a motion, Rachael Armstrong seconded, to accept the Job Description as presented and to authorize Director Carll to hire a program coordinator. All were in favor and the motion was carried.

Regarding the 2025 employee compensation, as per the Budget: \$27000.00 for Director, \$19000.00 for Deputy Director, and \$15.50 per hour for staff.

The next regular meeting is scheduled for Tuesday, January 14, 2025.

RESOLUTION NO. OF 2024

Resolution amending the 2024 Budget by appropriating surplus.

WHEREAS grants and donations received by the Bancroft Public Library must be appropriated by amendment into the 2024 Adopted Budget in order to use those funds to cover associated expenses, and

WHEREAS in addition L7410.4 has been overspent, now, therefore, be it

RESOLVED on motion by Rebecca Brown, second by Rachael Armstrong, and unanimously carried at a meeting held on December 10, 2024, to adopt this resolution amending the 2024 Budget as follows:

Appropriate \$5000.00 to L7410.4 for the Lobby Window Project;

Appropriate \$3210.00 to L7410.4 to cover the Ruth Foster Memorial Garden installation;

Appropriate \$2441.00 to L7410.4 to cover this overspent account and final bills for the year; and

Appropriate \$59.00 to L9010.8 to cover excess spending in that account.