

NANCY L. MCCONATHY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Minutes of the Regular Board Meeting
February 12, 2025

President Gary Holcomb called the meeting to order at 4:40 P.M.

1. Roll Call: Present were: Gary Holcomb, Mary Thompson, Linda Todd and Courtnei Travis.
Catherine Boetcher via phone
Absent – Merrionna Pierce and Roger Strasemeier.

2. Minutes:

A motion was made by Catherine Boettcher and seconded by Mary Thompson to approve the minutes for the Regular Meeting of January 2025. Roll Call Vote: Catherine Boettcher, abstain; Linda Todd, aye; Mary Thompson, aye and Courtnei Travis, abstain. Two ayes, 2 abstains and 0 nays. Motion carried.

3. Correspondence: None

4. Legal Counsel: None

5. Librarian's Report: As read.

6. Committee Reports:

- A. Budget and Finance: As read, however Director Williams-Baig explained that not much tax money had been received at this time.

- B. Policy and Bylaws: None

- C. Personnel: None

- D. Public Relations: None

- E. Friends: None

7. Unfinished Business:

- A. Director Williams-Baig presented a policy regarding email addresses for Trustees. A motion was made by Linda Todd and seconded by Mary Thompson to accept the policy and email addresses as written. Roll Call Vote: Catherine Boettcher, aye; Linda Todd; Mary Thompson, aye; and Courtnei Travis, aye. Four ayes, and 0 nays. Motion carried.

- B.

- 1.) Director Williams-Baig presented the Trustee Bylaws for review. A motion was made by Mary Thompson and seconded by Catherine Boettcher to approve the changes to the bylaws part 2.11 section c as presented. Roll Call Vote: Catherine Boettcher, aye; Linda Todd; Mary Thompson, aye; and Courtnei Travis, aye. Four ayes, and 0 nays. Motion carried.

- 2.) Director Williams-Baig presented the Trustee Bylaws for review. A motion was made by Mary Thompson and seconded by Catherine Boettcher to approve the changes to the bylaws part 2.11 section e with changes as presented. Roll Call Vote: Catherine Boettcher, aye; Linda Todd; Mary Thompson, aye; and Courtnei Travis, aye. Four ayes, and 0 nays. Motion carried.

8. New Business:

- A. Director Williams-Baig explained the draft audit has been submitted and included in the packet. Sikich will be at the next meeting to present to the Board. No action take.

- B. Director Williams-Baig presented the Bond Abatement documents. A motion was made by Linda Todd and seconded by Catherine Boettcher approve the Roll Call Vote: Catherine Boettcher, aye; Linda Todd; Mary Thompson, aye; and Courtnei Travis, aye. Four ayes, and 0 nays. Motion carried.

C. Director Williams-Baig presented a policy to address future raise structures for full time staff members for review. A motion was made by Linda Todd and seconded by Catherine Boettcher to approve the changes to the bylaws part 2.11 section e with changes as presented. Roll Call Vote: Catherine Boettcher, aye; Linda Todd; Mary Thompson, aye; and Courtnei Travis, aye. Four ayes, and 0 nays. Motion carried.

D. Director Williams-Baig presented a policy for paying part time staff for emergency closures of the Library. A motion was made by Linda Todd and seconded by Courtnei Travis to approve the policy. Roll Call Vote: Catherine Boettcher, aye; Linda Todd; Mary Thompson, aye; and Courtnei Travis, aye. Four ayes, and 0 nays. Motion carried.

E. Director Williams-Baig presented an amendment to the Library Card policy to allow for past employees to retain their library card. A motion was made by Mary Thompson and seconded by Courtnei Travis to approve the policy with changes as presented. Roll Call Vote: Catherine Boettcher, aye; Linda Todd; Mary Thompson, aye; and Courtnei Travis, aye. Four ayes, and 0 nays. Motion carried.

F. Director Williams-Baig presented an amendment to the Library Card policy to address out of district cards being good for only 1 year. A motion was made by Mary Thompson and seconded by Linda Todd to approve the policy with changes as presented. Roll Call Vote: Catherine Boettcher, aye; Linda Todd; Mary Thompson, aye; and Courtnei Travis, aye. Four ayes, and 0 nays. Motion carried.

9. Audience to the public: none

10. A motion was made by Mary Thompson and seconded by Linda Todd to adjourn the meeting at 5:42 pm. Four ayes and 0 nays, motion carried

Respectfully submitted,
Rosie Williams-Baig