

HAZELTINE PUBLIC LIBRARY	<b>BOARD MEETING</b> <b>Agenda and Minutes</b>	DATE: 05-21-24
		TIME: 5:00 pm
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AGENDA ITEMS	Discussions/Actions/Notes		Present	Absent
<b>Call to order / Attendance</b>	Call to order at 5:10 pm.	KS Katie Smith	X	
		NK Nikole Knobloch	X	
		JH Judy Haller	X	
		DS Deb Siggins	X	
		KB Kim Butler	X	
		JP Jennifer Parkinson	X	
		CF Christine Frankson	X	
<b>Review &amp; Approve meeting minutes from last meeting</b>	Minutes accepted as given.	MTA JH	MS NK	A/F Acc
<b>Correspondence/ Public Expression</b>	Article was written by Michael Zabrodsky. It was a very nice article for the Post Journal.			
<b>Treasurer's Report</b>	Discussion on the line for the Phil Magneson Fund. We received a dividend from this fund. The treasurer's report was accepted as given.	MTA DS	MS NK	A/F Acc
<b><u>Director's Report</u></b>				
<b>Buildings &amp; Grounds</b>	Mowing has started; Dorler and TurfTenders payments coordinated. Lawn will continue to improve  Parking lot sealing needed this fall. Jim next door obtaining quotes			
<b>Community and Public</b>	<ul style="list-style-type: none"> <li>- Past: May 7 Energy Audit program was given by Emily Edmunds McKenna, an energy sustainability coordinator with Cornell, re: making your home more efficient, programs to assist homeowners, etc. Only 3-4 people attended.</li> <li>- Continuing: Author talks program started 4/29 with 15 attendees. Fall scheduling has started. Author Talks are growing in popularity.</li> <li>- Future: May 31 Wellness Fair at Busti Church of God (COG)- Judy Wroda planning. HPL Board members needed to man our table from 1-5. Need to coordinate names/times. Katie is covering hours at HPL as Susan is away that day. Posters for fair will go out soon. Nikole will cover our table 1-3 pm and Chris 3-5 pm.</li> </ul> <p>June 13 is GIVE BIG CHQ-Is anyone interested in being an IT point person for this? K.Smith will register HPL</p> <p>June 23- HPL Open House / 100<sup>th</sup> Anniversary. We will have coupons for free pizza slice &amp; small drink OR ice cream cone. Should we consider a sheet cake ? (TOPs can provide one for under \$100, to include forks, small plates and napkins for 96</p>			



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- <b>Personnel</b>	<p>Due to Susan’s vacation, holidays, and scheduling issues with other events, we need to make adjustments to HPL days and hours of operation:</p> <p>May 27 (Mon) Closed for Memorial Day  May 31 (Fri) Close early, at 5 pm, for KS to attend BCOG Wellness Fair  June 7 (Fri) Close at 4 pm (KS Schedule)  June 8 (Sat) Close  July 4 (Th) Closed for Independence Day</p> <p>The Board voted on the change of hours for the library as follows:</p> <p>MTA MS A/F  NK JH Acc</p>				
<b>Old Business</b>	<p>990 tax in process</p> <p>CD Rates</p> <p>Director’s Insurance</p> <p>Policies</p> <p>The Director’s Insurance was approved last month.</p> <p>External policies ready to go to CCLS to be placed on our website</p> <p>Internal policies – KS and NK working on these. Instructions need to be written for guidance.</p>				
<b>New Business</b>					
<b>Adjourn</b>					
Next meeting scheduled for :	DATE: June 25, 2024	TIME: 5:00pm	MTA DS	MS JH	A/F Acc

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Notes: 1- Please List initials of Board Members for: MTA: Motion made to approve / MS: Motion Seconded /  
A: Motion Approved / F= Motion failed