

**Board of Trustees Meeting
Dwight Foster Public Library
May 12, 2025 - 9:30AM**

AGENDA

1. Call meeting to order: The meeting was called to order at 9:31 AM by Diana Shull.

2. Roll call- Present: Leslie LaMuro, Davin Lescohier, Minetta Lippert, Julie Olver, Diana Shull, Rob Abbott, Rebecca Paulraj, Rebecca Houseman, Sarah Dorfman, Sara Podoll, Lori Compas, Kyle Jacobson, Duane Scott
Absent:

3. Approval of Minutes
 - a. Review and possible action relating to the minutes of the April 14 regular meeting

Motion by: Davin Lescohier , 2nd by Julie Olver; all approved

4. Financial Report
 - a. Discussion relating to the May financial report of the library (Lippert)
Nothing out of the ordinary to report.

5. Approval of Bills
 - a. Review and possible action relating to the library's bills (Lippert)
All seemed in order.

Motion by: Leslie LaMuro , 2nd by Sara Podoll; all approved

6. Public Input- None

7. Reports
 - a. Director's Report Highlights: 2 new staff members are Jaelynn Wagner, Maren Haagensen Ass. Children's Librarian. Full time staffer out on Med. leave for 2 weeks staff is covering hours. The book drop was repaired at no cost. 4 new laptops and 2 new meeting owls (purchased with grant). The Summer reading guide is now published and there was a front page article in the Daily Jefferson County Union. Accessibility service page on website added. Passes to Little Rainbows Play Place were purchased to add to our explore pass selections. New Bridges Library Systems director is Brittany Larson. Orientations for Duane Scott & Kyle Jacobsen were conducted by Minetta. Peggy Huckabee, a new city council member, took a tour of the Library. Staff will continue to help with tech issues for computers and OWL systems for public use.

b. Friends of the Library Liaison Report: FOL added 2 new board members Sarah Dorfman and one other. The FOL has a healthy bank balance so they want to help with funding needs that are not too expensive.

8. Unfinished Business: None

9. New Business:

a. Update Bylaws; Updates were made to make our bylaws compliant with state statutes. regards to the start of new executive board members being election month, also regarding city council appointments and the staggered terms. The city is aware of the staggered terms, but may need to appoint someone else to fill the rest of the term. That may be accomplished through at will appointments.

Motion to approve bylaw changes: motion by: Julie Olver; 2nd by: Diana Shull; all approved

b. Review and possible action relating to proposed updates to the Board's calendar (Lippert)

Updated Boards calendar

Motion to approve: by Julie Olver, 2nd by; Sarah Dorfman: all approved

c. Discussion relating to upcoming Library Board officer elections (Lippert)

Nominations were President, Julie Olver, Leslie LaMuro as Secretary and, Sara Podoll for Vice President. These will be voted on at the next board meeting.

d. Review and possible action relating to the server replacement project (Lippert)

Server replacement for 2025, received two bids one from Ignatek and the other from Taylor Computer Services. The bid from Ignatek was \$10,634.50 less expensive than the Taylor Computer Services bid of \$13,156.08 plus licenses purchased separately from Tech Soup. Recommend replacing servers with the bid from Ignatek.

Motion to approve Ignatek for server replacement and to reimburse the cost with funds from the library's trust : moved to approve Rob Abbott, 2nd by Sara Podoll, all approved.

10. Miscellaneous

a. Trustee Training: Discussion relating to Trustee Essentials Chapter 9 "Managing the Library's Money" (Lippert)

The city does the accounting for the library with the tax levy from the city and the city council votes on the budget. Minetta and Rebecca work together on the library budget from the city. No changes suggested to the way the city and library work together.

11. Adjournment

Move to adjourn by Sara Podoll, 2nd by, Julie Olver, all approved

Meeting Adjourned at 10:22 a.m.

Respectfully Submitted;

Leslie LaMuro

Library Board Meeting Dates

- Monday, June 9, 2025 at 9:30 a.m.
- Monday, August 11, 2025 at 9:30 a.m.
- Monday, September 8, 2025 at 9:30 a.m.
- Monday, October 13, 2025 at 9:30 a.m.
- Monday, November 10, 2025 at 9:30 a.m.
- Monday, December 8, 2025 at 9:30 a.m.