

**Syracuse -Turkey Creek Township Public Library  
Board Meeting Minutes  
February 19, 2024**

**Regular monthly meeting began at 5:45p.m.**

**Call to order:** Diana Castell, Nancy Nelson, Tom Hoover, Jill Howard, Jan Rose

**Board meeting minutes:** *Jill Howard moved, and Tom Hoover seconded the minutes of January 22<sup>nd</sup>, 2024, be approved. This was approved by all.*

**Financial report and approval of expenditures:** *Nancy Nelson moved, and Jan Rose seconded the approval of the January monthly financial report and expenditures. This was approved by all.*

**Reports:**

- a) Library Director: Kim Blaha is creating the annual report and tax abatements were discussed. New Hotspots have been received and cataloged with only a few issues with cataloging and returns. Gisela Vore has retired, and Erica Elliott has left the library to focus on her health. Savannah Shelby has been hired by the library to help with circulation duties. KC Leadership Academy is pushing for libraries like ours to help underserved towns receive library cards. Issues with snow plowing and shoveling bills were discussed. Former employee has appealed unemployment, and a hearing will be held for this on February 22<sup>nd</sup>, 2024.
- b) Staff Report: The young adult art show was a success with 20 art submissions and 106 people in attendance. Sarah Wright has begun updating the library website and in the process of creating a Library Board page.
- c) Activity and Statistical Reports: *Nancy Nelson moved, and Tom Hoover seconded. This was approved by all.*

**Old Business:**

- a) The library will be paying the Town of Syracuse for the Dolan Drive Property in the amount of one dollar. Diana Castell will be getting in touch with Kay Young about purchasing lots near the Dolan Drive Property. There was a discussion about selecting an architect and getting proposals for the new library.
- b) Amend Transfers: When the LIRF fund was closed, the board voted to transfer the funds to the Operating fund, however, the document mistakenly stated that the funds would be transferred to the Rainy Day fund instead of the Operating Fund. The board approved and re-signed the Resolution that correctly stated that the LIRF funds would be transferred into the Operating Fund . The resolution was signed by all in attendance. *Tom Hoover moved, Jill Howard seconded, and all approved.*

**New Business:**

- a) Library closing: It was decided that the library will close on March 19<sup>th</sup>, 2024, for a Staff Day and spring-cleaning project. *Nancy Nelson moved, Tom Hoover seconded, all approved.*
- b) The new Library Board page was shown to all in attendance and a Library Board group picture to go on the page was discussed.
- c) New staff have been hired for the library, Todd Keller was hired for cleaning and maintenance and Savannah Shelby for circulation assistance. *Jan Rose moved, Jill Howard seconded, all approved.*

**Other Business:**

- a) Treasurer Stipend: a stipend for library employee appointed treasurer was discussed in the amount of \$200 dollars per year, to be paid in December annually. *Nancy Nelson moves, Jill Howard seconded, all approve.*
- b) The library's Strategic Plan will be discussed and updated at the March Board meeting.

**Adjournment:**

*Nancy Nelson moved, Jill Howard seconded, all approve.*

Next meeting will be Monday, March 18, 2024, at 5:45 PM.