

Culver-Union Township Public Library

Regular Board Meeting Minutes

November 19, 2024

Time-7:00pm

Place-CUTPL Main Lower-Level Meeting Room

Call to order and Pledge of Allegiance- The November 2024 regular meeting of the CUTPL Board of Trustees was called to order by President Becky Strati at 7:00PM.

Roll call/ Establish Quorum/Approve Agenda- Members present included Becky Strati, James Wolf, Jan Fitterling, Michelle Fobert, Amanda Potter, Karen Boland. Members absent include Marty Oosterbaan. Others present-Executive Director Joe Fox and Finance Manager Cathy Thomas. A quorum was established with six out of seven members present. A motion was made to approve the agenda by Fitterling; seconded by Wolf and approved by a vote of 6-0.

Secretary's Report-The reading and approval of the October meeting Secretary's report was tabled until the December meeting, due to the absence of Secretary Oosterbaan.

Treasurer's Report- Treasurer Wolf and Finance Manager Thomas presented the Treasurer's report and took time to explain the process and accounts to new member Potter. The YTD receipts were \$68, 456 higher than projected and YTD spending was \$12, 840 higher than projected. The sum of CUTPL's accounts is \$1,300,434.35. The motion was made to approve the Treasurer's report and the Accounts Payable Voucher for October 2024 of \$104,717.44 by Boland, seconded by Fobert and approved by a vote of 6-0.

Committee Reports:

Finance Committee- The Finance Committee met on November 14th. Director Fox reported the 2025 Anthem BC/BS renewal costs for the four CUTPL employees on the group health insurance plan. The renewal costs will increase 5.2%.

Director Fox reported that Cathy Thomas is getting bids on where to invest the principal and interest from the CD at First Farmer's Bank. Thomas discussed an allocation of 17.14% of the interest to the Humbert Fund with the remainder going into the Operating Fund. A motion was made by Boland, seconded by Fitterling, and approved by a vote of 6-0 to allocate the interest from the First Farmer's CD in this manner.

Facilities Committee- The Facilities Committee met on November 15th. Director Fox reported on the visit with Arkos designers, and plans put forth by Montana Golden for the children's room and teen's space. Fox reviewed the remodel history for the board and discussed CUTPL as a community "Third Space." Fox will send the remodel plans to all board members for review.

There was no update on the CUTPL plans for solar panels.

Director's Report- Director Fox revealed a proposed new Logo for CUTPL. Fox has been working with Mile Up Marketing Solutions and provided the logo proposal to the board members.

Fox discussed the process for upcoming employee evaluations. Department managers will evaluate direct reports, Fox will evaluate managers and oversee the process, and the Board will then evaluate Director Fox. Fox intends for the process to be a positive and growing experience.

Fox briefly discussed the ILF meeting and workshops.

Food for Fines-Fox reported that the program was going well but needed further publicity through TGL. President Strati remarked that patrons were "paying it forward" by giving food to pay for other patrons' fines. The food collected goes to the food pantry at Grace Church in Culver. Vice President Fitterling commented that a permanent food collection box is needed at CUTPL and that the Personal Care Closet has been replenished through the members of Women Of Grace Church.

Policy Committee- Director Fox presented the Reconsideration of Materials policy. A motion was made by Boland, seconded by Fobert, and approved by a vote of 6-0.

Fox presented the revised Exhibit and Display Policy. A motion was made by Boland, seconded by Fitterling, and approved by a vote of 6-0.

Unfinished Business- Angela Kisela will read and sell her new book, Beautifully Broken and Righteously Restored, at an event at CUTPL 12/14/24. Proceeds from the books will be given to "Blessings in a Backpack."

New Business- Finance Manager Cathy Thomas discussed her job and role with the CUTPL board. Thomas reported on her position: banking issues, preparing, and paying bills and payroll, internal controls, budget and finance reports, investment research, facilities management, new-hire paperwork, purchasing-and her report to the State Board of Accounts. We are thankful for Cathy's professionalism and excellence in her job. Cathy let the board know that CUTPL should expect to be audited next year-we are audited every four years.

Public Comment-There was no public comment.

Trustee Comment- Potter inquired about the existence of a comment box at CUTPL. Fox replied that there was one in the children's room but that one was needed at the main desk. As the CUTPL website management comes under our control, there will be the opportunity for suggestions and comments on the CUTPL webpage.

Adjournment- The motion was made by Fitterling and seconded by Strati for adjournment. The motion was approved by a vote of 6-0 at 8:01PM.

Minutes taken by Karen Boland

Karen Boland

Jan Fitterling

Michelle Fobert

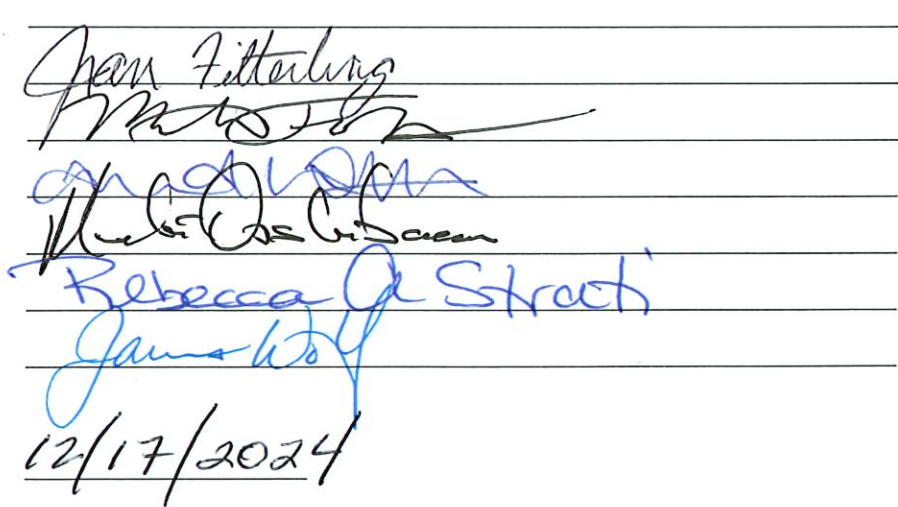
Amanda Potter

Marty Oosterbaan

Rebecca Strati

James Wolf

Board approval date


Jan Fitterling
Michelle Fobert
Amanda Potter
Marty Oosterbaan
Rebecca A Strati
James Wolf
12/17/2024