## BROWN COUNTY PUBLIC LIBRARY BOARD OF TRUSTEES MEETING DECEMBER 11, 2024 1:30 p.m.

President Flynn called the meeting to order at 1:30. **Present:** Jeremy Flynn, Mary Anne Kerley, Heidi Scott, Margaret Scranton, Sharon Teefey, Linda Wade, Richard Young, Director. **Absent:** Alex Geisler.

No public comment.

Motion by Wade, second by Kerley, approving the **minutes of November 20, 2024 meeting.** Motion carried. Motion by Scott, second by Wade, approving **payment of construction bills** of Laverdiere:

$84,670.09, and Dewberry: $5,414.50, as well as approval for pay application #14 for $531,391.41, pending final approval from Dewberry. Flynn-yes, Kerley-yes, Scott-yes, Scranton-yes, Teefey-yes, Wade-yes. Motion carried. Motion by Wade, second by Teefey to approve the **December 2024 monthly bills.** Motion carried.

November 2024 **Financial Statements** (Budget Analysis) and Management Report - Young November 2024 **Marketing/events Report** -Young (prepared by Sarah Worstell)

November 2024 **Director's report** - prepared by Young October 2024 **Monthly Statistics** - presented

# COMMITTEE REPORTS

## Finance Committee Personnel Committee

**Building/Grounds Committee: Snow Removal and Committee Room Use policies** are being developed. Bids will be requested for snow removal.

# OLD BUSINESS

Update on Myers and Myers FY24 audit completion: not yet received from auditor. Update on New Library Building timeline: furniture/parts yet to be delivered.

# NEW BUSINESS

Motion by Scranton, second by Wade to allow **(physical and digital) book expenditures up to $7,500** for the new library. Motion carried.

Motion by Scranton, second by Wade to **purchase wooden kitchen** for children's area for $799.00 Motion carried.

* Tabled action on **contract for Management & Technical Support** of the HVAC system from Entec Cloud Controls Service.

Motion by Teefey, second by Kerley to **purchase a Touch-to-Play Table** for 4-6 grade area for $8,844.00. Motion carried.

Motion by Wade, second by Scott to purchase **toys for the Birth-5-year-old program** and the Children's Area toy box in the new library, for $800. Motion carried.

* Motion by Wade, second by Scranton to **purchase a PC** for the new Service Desk for $1,990.73. **Motion carried.**
* Motion by Wade, second by Scott approving **addition of 24-port Ubiquiti switch from Adams** for new

library from Adams for $987.00. Motion carried.

* Motion by Wade, second Teefey to buy **3 chair racks** for the new Community Room for $1421.28. Motion carried.

# OTHER

## The next regularly scheduled Board of Trustees meeting date: January 20, 2025 at 3:30 p.m.

Meeting adjourned at 3:00 p.m. Respectfully submitted,

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Margaret *1/v.* Scranton, Secretary