

Ida Public Library
Board of Trustees Meeting
Wednesday, April 24, 2019
Ida Public Library Board Meeting Room

Meeting called to order at 5:30 pm by President Kim Hohf. The following Trustees were present: Donna Donato, Paul Grover, Kim Hohf, Jan Knutson, Robert Pechacek, Michelle Rappuhn, Renee Keeney. Also present were Ida Library Director Ashley Bryant and Assistant Director Laurie Mann.

Public Comment: None.

Staff Room Repairs: Director Ashley expressed concern about getting the staff room repairs completed before spring is over. The repairmen found more, significantly large holes in the gutters that will need to be repaired. The Board reviewed the repair estimates for the room, totaling \$5898. That total includes repairing the concrete steps outside. Paul wondered if the interior staff room wall could be left exposed, with a coat of sealant paint. The general consensus was that the wall should be sealed in with drywall, as an exposed wall would be very cold in winter.

Meeting Room Updates: Director Ashley also noted that she also received quotes to fix up the meeting room. She wants to convert the kitchen into a storage area for tables, podium, and chairs. She also wants the walls painted, and have carpet tiles installed, which are easily replaceable in case of spills or damage. There will be a small hutch added, in place of the kitchen, for a coffeemaker and microwave. Kim and Jan suggested reconsidering the blue from upstairs, for the paint job.

Funds: Director Ashley noted that \$15,000-20,000 remains in the building/maintenance fund for the current fiscal year. They are budgeted for, but funds are not currently accessible. Rather than wait for tax appropriations and the per capita to come available, she'd prefer to use Reserve Funds now. The bank account currently has enough to cover two payrolls and one month of utilities. There is approximately \$133,000 in the reserve, and \$101,000 is required to maintain the account. Motion to approve the quotes and work suggested as printed, \$15,999.30, to come out of the Reserve Fund by Donna, second by Jan. Motion passed unanimously. Paul moved that any money remaining in the building/maintenance budget at the closing out of the fiscal year be transferred back to the Reserve Fund. Second by Renee, the vote passed unanimously.

Personnel: The Personnel Committee reviewed staff pay and made suggestions and comments. Jan moved that the board accept the proposed raises as printed. Second by Renee, the vote passed unanimously.

Closed session: Motion to go into closed session to discuss personnel matters by Renee, second by Bob. Motion carried. Closed session began at 6:03 and ended at 6:05, by a motion from Donna and a second by Renee. Motion carried.

Adjournment: Motion to adjourn by Paul, second by Bob. Motion carried unanimously. Meeting adjourned at 6:06pm.

Respectfully submitted,

Michelle Rappuhn