

Byron Bergen Library Board of Trustees Meeting Minutes  
November 6, 2024

Attendees: Katie Rumble, Heather Kent, Anna Marie (Anna) Barclay, Lauren Grimm, Shirley Wade, Nancy Bailey, Kristina (Krissy) Bird

Absent: Sally Capurso

Meeting called to order 6:35 pm

**Motion to Approve Minutes from October meeting minutes: Made by Heather. Seconded by Lauren. All approved.**

**FINANCIALS:**

For the month of October Vouchers 139-157

Total Expenditures for the month: \$ 15582.60

Total income for the prior month: \$ 6614.78

**Motion to Approve October Vouchers. Made by Anna. Seconded by Krissy. All approved.**

Board to look into Petty cash procedure going into 2025.

ARSL Conference refund was given back. It was subtracted from budget line L7410.236 and then put back into line vs additional revenue.

Payroll is up to date through October. Retirement benefits are also up to date.

**CORRESPONDENCE:** Heather sent three thank you notes for library donations.

**Library Manager Report:**

Nancy submitted report.

Board didn't have any questions.

**OLD BUSINESS:**

Nancy put out on social media that they have the RMSC pass.

Budget committee to meet the end of November.

Byron money update- Budget has not been finalized yet for 2025. Candy Hensel happened to be in the library and mentioned that the board met somewhere in the middle of what we asked for and what was given last year.

NYLA Conference: Zoey is not going to attend and Nancy is still on the fence if she is attending.

**NEW BUSINESS:**

Friends group participated in the Trunk or Treat events for STEP and BBCA. Betty Lou Mroz and Cheryl Thompson went above and beyond as Friends with their car, decorating and passing out candy. The Friends of the Library donated the candy and it was greatly appreciated.

Board to look into updating procedures and policies of the library to begin with 2025.

Kanopy Database Request: Nancy showcased database to group. Patrons would log in using library card. Nancy to get some more information and board to look into at December meeting.

Zoey's retirement: Zoey applied for retirement. Board will be responsible for that. It will be based on her pay. Barb Zinter is looking into details.

Staff evaluations will be due at the December meeting.

Library ran out of stamped envelopes. Will be \$135 possibly depending on how much stamps.

**Motion to adjourn meeting. Made by Anna. Seconded by Heather. All approved.**

**Respectfully submitted by Katie Rumble**

**Next meeting is scheduled for December 4, 2025 at 6:30 pm.**

**Motion to Adjourn Meeting at . Made by . Seconded by . All approved.**

Next Meeting is scheduled for October 2, 2024.

Respectfully submitted by Katie Rumble