

Marshall District Library
Board of Directors
Regular Meeting
December 12, 2023

The regular meeting of the Marshall District Library was called to order by President Ann Fitzpatrick at 7:01 pm.

Roll call was read by Board President, Ann Fitzpatrick

Members present: MJ Harting-Minkwic, Carol Bagi, Ann Fitzpatrick, Gerry Marshall, Kara Boughton

Members Absent: Joanne Davis, Mary Fountain

Others present: Angela Semifero, Doreen Boyer, Nate Palmer, Andrew Wilcoxon from Gabridge and Company via Zoom

President Ann Fitzpatrick led the group in the Pledge of Allegiance.

Approval of Agenda:

MJ Harting-Minkwic made a motion to approve the agenda of the December 12, 2023 meeting, supported by Carol Bagi. Motion carried.

Approval of Minutes:

A motion to approve the minutes from November 14, 2023 made by MJ Harting-Minkwic supported by Gerry Marshall. Motion carried.

Financial Report:

Treasurer M.J. Harting-Minkwic previously reviewed the bills.

Discussion:

Carol Bagi suggested the library look into the free recycling of batteries that occurs in the county a couple of times per year. She will provide information to Nate and Angela.

Bills:

M.J. Harting-Minkwic made a motion to approve the bills in the amount of \$88,708.89 All present voted yes

Auditors Presentation:

Andrew Wilcoxon presented via Zoom to the library board the 2022-2023 audit report. Andrew explained the audit and stated that the Library is in good standing according to Gabridge & Company.

Library Directors Report:

Inspection of the sprinkler system revealed that issues with the system that needed to be addressed immediately to ensure the building was in compliance with fire/sprinkler codes.

Gerry Marshall asked a what happened with the heat exchanger that was replaced. Nate explained that the building had several units on the roof and because they are exposed to the elements various

components do break down more quickly. The current units were installed in 2012. We will probably need to look at replacing the units in the next 5-7 years.

Library staff participated in the Christmas parade. Next week the library will be having Santa and Singing.

Angela spoke with the Women's Philanthropic Circle on December 5. The group supports non-profit groups in the community and decided to donate to the library this month. The funds will go toward supporting the Dolly Parton Imagination Library.

Angela, Nate, and Chelsea, have been working with Library Design to create a local history room.

Steve Kelly wrote a letter about Matt Harmon and how Matt was able to help him with his computer issues. Steve was very appreciative of Matt's knowledge and time. Steve believes the library is best use of his tax dollars.

Committee Reports:

- Building and Site - did not meet
- Finance – Met at 6:45 on December 12. Will meet next month at 6:45 pm
- Personnel - did not meet
- Policy- did not meet

Unfinished business: None

New Business: None

Comments from the public: none

Comments from the board: none

Meeting adjourned at 7: 39pm The next meeting will be January 9, 2024

Respectfully submitted,
Nate Palmer, Assistant Director