

BOARD OF TRUSTEES MINUTES
January 16, 2024

Call to order: 3:33

Present:

Bryce Kammers, Jenni Light, Karen Pell, Shannon Grow, Jay Backus, Jennifer Ashby, Mary Neuman, Erin Kolb

Additions/Corrections to the agenda:

We added STEAM Policies changes to the agenda

Acceptance of minutes:

November 2023 and December 2023

Jay moved to accept the November and December minutes/Shannon seconded. Motion passed.

Financial report:

November 2023 and December 2023

Jay moved to approve the November and December financial reports/Shannon seconded. The motion passed.

December vouchers 23-378 – 23-415 totaling \$30,335.34 and November payroll totaling \$61,527.10.

January vouchers 24-01 – 24-34 totaling \$31,334.83 and December payroll totaling \$60,549.78.

Public/Staff Comment (3-minute limit):

None

Old business:

Website

Erin reported that the content is complete; Library Marketing and Inland Cellular are working together on making the switch to the new site. There is no firm date set at this time for the site to go live.



Jennifer reported on the new branding initiative which includes new logo, staff shirts, nametags, new window sign for downtown with updated hours. In the future the Heights sign will be updated.

New business:

Homeless situation

We discussed the situation with people experiencing homelessness and agreed that our role is to partner with other community agencies to work on the problem, but that we can't take the problem on by ourselves.

Meeting Room Policy

Jennifer explained the changes in the policies, noting that a lot of the changes involve cleaning and tightening the guidelines, and are necessitated by switching to electronic forms rather than paper. Jay moved to adopt the meeting room policy/Shannon seconded. The motion passed.

Dress Code

The changes to the dress code were discussed and some changes were made. Shannon moved to approve the policies with the changes as noted/Jenni seconded. The motion passed.

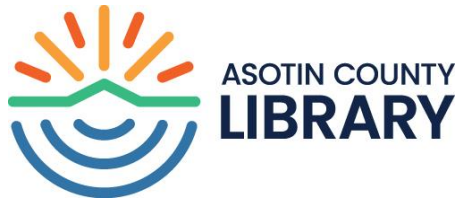
Youth Services Position Hiring Process

Jennifer handed out the applications and the scoring rubric and asked the Board to review and score the apps. Jenni asked for the job description; Jennifer will email it to the board members. Shannon asked that Jennifer winnow down the applications to only those who meet the qualifications. She will do so. The board will turn in their rankings at least a week before the next board meeting.

The initial interviews will be on Zoom and then the board will decide who to invite for in-person interviews.

Director's Report:

See written report



Assistant Director's Report:

See written report

Adult Services Report:

See written report

Mary's Party

Mary left the room and we discussed party plans.

Communications:

None

Committee Reports:

Strategic Planning -pass

Friends -pass

Foundation -pass

Adjournment: The meeting was adjourned.

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