

**Minutes of Walnut Public Library**  
**August 30<sup>th</sup>, 2023**

**Call to Order:**

A regular meeting of the Walnut Public Library was held at the library on August 30<sup>th</sup>, 2023. The meeting convened at 6:04 P.M. by Brenda Helms. Members in attendance were Jaimie Rosenthal, Heidi Franklin, Brenda Helms, Megan Hellrung, Deb Spratt, and Emily Dietz. Others in attendance were Jackie Trujillo. Member absent were Terri Jamison.

Mike Vezetti was scheduled to attend the August meeting, however he was unable to attend. He sent the financial reports regarding the Hensel/Tornow accounts ahead of time for the board to review. There is \$14,829.31 available for distribution from the accounts, however \$5000 has already been drawn out to cover July's bills, leaving \$9,829.31 for the remainder of the FY 23/24

**Secretary's Report:**

July's minutes were reviewed. Emily made a motion to approve July's minutes, seconded by Megan, approved as read.

**Treasurer's Report:**

The board reviewed the enclosed financial reports. Jackie had to pull \$5000 from the Hensel/Tornow accounts for the first time in a year. This will report on the FY23/34 reports.

July was the first month using QuickBooks for reporting.

Deb made a motion to approve the treasurer's report and to approve the bills paid, seconded by Jaimie.

**Librarian's Report**

July was another busy month with almost 500 people through the door and 2039 in total Circulation.

Summer programming continued to be busy with patrons. The Scavenger Hunt, Seed Bombs, and Pool Party were very popular and well attended.

Axis 360 is changing its name to 'Boundless'.

Many Fall programs will be happening in the coming months, including Linda VonHolten hosting a Paint Night Fee for a cost of \$25/person to cover supplies. The board suggested increasing the fee to \$30 so the library receives a little income.

Lego Club begins in October and runs through April. The Board may need to help cover Saturday shifts while this programming is going on due to staffing shortages. Phil Lenzini will be in Geneseo on 9/13, and Jackie plans to attend in order to ask questions.

Jackie has completed the employee annual reviews.

The Walnut Library has had a lot of success with volunteers from the Sauk Impact Program with over 43 volunteers and 106 volunteer hours.

**Committee Reports:**

Long Range Plan Committee: No Updates

Financial Committee: No Updates

Personnel Committee: No Updates

Program Committee: No Updates

Building Committee: No Updates

**Unfinished Business:**

Preserving History is \$250 short of reaching its goal. However, Jackie plans to ship it all out on Friday as only half down is needed up front. There will be many thank you cards to write, and the board has agreed to assist in that task.

Brenda made a motion to approve the FY 23/24 budget. The motion passes with a roll call vote:

Jaimie – Y; Heidi – Y; Emily – Y; Megan – Y; Brenda – Y; Deb – Y

Brenda made a motion to approve the FY 23/24 Financial Report. The motion passes with a roll call vote:

Jaimie – Y; Heidi – Y; Emily – Y; Megan – Y; Brenda – Y; Deb – Y

Read Chapters 7 & 8 from the Trustees fact file.

The Accessibility and Disability program planning is coming along. Brent Jamison has taken over the Marketing. The cost will be \$30/person which covers attendance and lunch at the Metro Center in Princeton on 10/12.

**New Business:**

Sherri Henneberry completed the EOY financial reports. She stated she plans to retire so this is the last year she will be helping the Walnut Public Library. Pam Gonigam has agreed to take this task on for a fee of \$500/year + \$50/hour for as needed QuickBooks help and tax questions.

Brenda made a motion to approve Pam Gonigam's engagement letter to become our accountant, the motion was seconded by Megan, all in favor, motion passes.

**Items for Next Month's Agenda:** The next meeting is on September 20<sup>th</sup>, 2023 at 6:00pm.

**Adjournment**

Brenda made the motion to adjourn the meeting. The meeting adjourned at 7:41pm.

**Acting Secretary**

Brenda Nelms

**Date of Approval**

9-20-2023