

Minutes of Walnut Public Library
May 15th, 2024

Call to Order:

A regular meeting of the Walnut Public Library was held at the library on May 15th, 2024. The meeting convened at 6:01pm by Brenda Helms. Members in attendance were Jaimie Rosenthal, Emily Dietz, Brenda Helms, Megan Hellrung, Terri Jamison, and Heidi Franklin. Members absent was Kendra Jensen. Others in attendance were Jackie Trujillo.

Secretary's Report:

April's minutes were reviewed. Heidi made a motion to approve March's minutes, seconded by Terri, approved as read.

Treasurer's Report:

Board members reviewed the enclosed financial reports for the month of April. Numbers look normal for this time of year with the fiscal year soon coming to an end.

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

Librarian's Report

The April Librarian's report was reviewed. Patron count and library numbers are trending upwards.

Many programs have been scheduled for the month of April and May with the summer reading program beginning on 6/10. The Children's Business Fair is scheduled for 6/26. Jackie has not yet heard back from anyone in regards to the Starved Rock Foundation Grant.

ABC Mouse has been added to all library patron computers and also the website for home use.

Unfinished Business:

The ceiling tiled have been replaced in the entryway and the new lights have been installed.

The board reviewed the marketing material that was provided in regards to the Annexation. They board provided feedback and suggestions on what to update before any mailings are completed.

The board further discussed and made a decision in regards to the library becoming a UPS drop off site. Brenda made a motion to parter with Package Express Center Inc/UPS to be an authorized service provider for a 2 year agreement and a one time fee of \$750 + monthly fees. The motion was seconded by Jaimie, all in favor, motion passes.

New Business:

Jackie put a survey out on the Library's Facebook page to see what the public is interested in/looking for from the library/what they would like to see more of. Forty two people responded and Jackie shared the results with the board.

The library will need to update our website to ensure that we are ADA Compliant. Jackie will work on making sure this is complete.

The board reviewed the personnel self-evaluations.

Future meetings/regular meeting changes:

5/28/24 - Budget Meeting @ 5pm
June Meeting = 6/20/24 @ 6pm
July Meeting = 7/15/24 @ 6pm
August Meeting = 8/21/24 @ 6pm
September Meeting = 9/17/24 @ 6pm
October Meeting = 10/15/24 @ 6pm
November Meeting = 11/19/24 @ 6pm
January Meeting = 1/14/2025 @ 6pm

Closed Session:

None

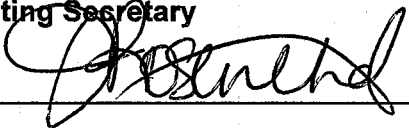
Items for Next Month's Agenda: The next meeting is on May 15th, 2024 at 6:00pm.

Review 2024/2025 proposed budget

Adjournment

Brenda made the motion to adjourn the meeting. The meeting adjourned at 7:56pm.

Acting Secretary



Date of Approval

6/20/2024