VILLAGE OF MCFARLAND

Library Board Minutes

Tuesday, January 2, 2024 - 5:15 PM

1. **CALL TO ORDER**
   Ken Machtan called the Library Board to order at 5:15 p.m. the E.D. Locke Public Library, meeting room 103.

   Members present: Luke Fessler, Evan Richards, Ken Machtan, Staci Fritz, Peter Sobol

   Members not present: Karin Mandli, Mona Nelson

   Staff Present: Heidi Cox, Library Director

2. **PUBLIC APPEARANCES AND COMMUNICATION**

   a. *This is an opportunity for members of the public to address the Library Board for items that are on or not on the agenda. Meeting attendees wishing to address the Board about items not on the agenda may do so at this time. Members of the public who are present in person and wish to address the Board should fill out a public comment form and turn into the meeting chairperson. When you are called upon to speak, state your name, address, and provide your comments to the Board for their consideration. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to hcox@mcfarlandlibrary.org to be included as part of the meeting.*

3. **ACTION ITEMS**

   a. *Motion to approve the minutes of the December 4, 2023 meeting.*
   Motion by Member Evan Richards, second by Member Peter Sobol, to approve the minutes of the December 4, 2023 meeting. Motion carries 5 - 0 - 0 by acclamation.

   b. *Motion to approve the December 2023 invoices*
   Motion by Member Staci Fritz, second by Member Peter Sobol, to approve the December 2023 invoices totaling $42,204.76. Motion carries 5 - 0 - 0 by acclamation.

4. **INFORMATION ITEMS**

   a. *Budget Update*

   b. *Director's Report*

   c. *Monthly Statistical Report*

   d. *Community Center*

5. **ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

   a. *Collection development Policy*
   The board discussed changes to the Collection Development Policy. The Library Director will present an updated draft at the February Library Board Meeting.

   b. *Public Door Upgrade Project*

Motion by Member Evan Richards, second by Member Peter Sobol, to approve Public Door Upgrade Project not to exceed $24,000. $5000 will come from the capital budget and the remainder of the project expense will come from the library fund balance. Motion carries 5 - 0 - 0 by acclamation.

6. ADJOURNMENT

Motion by Member Peter Sobol, second by Member Staci Fritz, to adjourn at 5:52

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,
Heidi Cox
Library Director