

VILLAGE OF MCFARLAND

Library Board Minutes

Monday, February 5, 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 (left at 5:46 pm), Mona Nelson, Evan Richards, Ken Machtan, Staci Fritz, Karin Mandli

Members not present: Peter Sobol

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 January 2, 2024 meeting.*
Motion by Member Evan Richards, second by Member Staci Fritz, to approve the minutes of the January 2, 2024 meeting. Motion carries 4 - 0 - 2 by acclamation, with Mona Nelson, Karin Mandli abstaining.
- b. *Motion to approve the January invoices*
Motion by Member Karin Mandli, second by Member Evan Richards, to approve the January invoices totaling \$110,925.03 Motion carries 6 - 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. *2023 Annual Report*
Motion by Member Evan Richards, second by Member Mona Nelson, to approve 2023

Annual Report Motion carries 6 - 0 - 0 by acclamation.

b. Collection Development Policy

Motion by Member Staci Fritz, second by Member Karin Mandli, to approve the Collection Development Policy Motion carries 5 - 0 - 0 by acclamation.

c. Library Board Trustee Job Description

The Library Board reviewed the job description and discussed adding a DEI statement. No action was taken.

6. ADJOURNMENT

Motion by Member Mona Nelson, second by Member Karin Mandli, to adjourn at 5:54

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