VILLAGE OF MCFARLAND

Library Board Minutes

Monday, December 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, Staci Fritz, Ken Machtan, Karin Mandli, Mona Nelson, Evan Richards, Peter Sobol

Members not present:

Staff Present: Heidi Cox, Library Director

At 5:15, without objection, the Board moved to discuss item 5a first.

Following discussion, the board returned to item 2. Public Appearances and Communication and continued with the rest of the meeting.

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 November 4, 2024 meeting.*
   Motion by Member Evan Richards, second by Member Mona Nelson, to approve the minutes of the November 4, 2024 meeting. Motion carries 7 - 0 - 0 by acclamation.

b. *Motion to approve the November invoices*
   Motion by Member Peter Sobol, second by Member Staci Fritz, to approve the November invoices totaling $15,654.82 Motion carries 7 - 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. *Electrical Study Report*

Jeremiah Prince from Two Oaks Design and Consulting presented the findings of their study of the library's electrical system. The study recommends that the library update the building's surge suppression and investigate why there are amp readings on the neurtral conductor.

b. *DCLS Agreement for Extension of Library Service*

Motion by Member Karin Mandli, second by Member Evan Richards, to approve DCLS Agreement for Extension of Library Service Motion carries 7 - 0 - 0 by acclamation.

c. *McFarland Youth Center*

The Library Board reviewed and discussed a letter from the McFarland Youth Center Board to the Village Board. The Library Board discussed the process outlined in the letter and agreed that they would like to be included in discussions regarding the Village taking over the Youth Center. Library Director, Heidi Cox emphasized that taking over the youth center services could be a great fit for the library as long as the needed resources (staff and space) would be provided.

d. *Circ Area Storage Units*

Motion by Member Evan Richards, second by Member Mona Nelson, to approve the quote from Emmons Business Interiors for Circ Area Storage Units not to Exceed $9,100. Motion carries 7 - 0 - 0 by acclamation.

e. *Accoustic Tiles for Study Rooms*

Motion by Member Mona Nelson, second by Member Staci Fritz, to approve the quote from Emmons Business Interiors for Accoustic Tiles for the study rooms not to exceed $3577.76 Motion carries 7 - 0 - 0 by acclamation.

f. *OPAC Stations*

6. ADJOURNMENT

Motion by Member Peter Sobol, second by Member Mona Nelson, to adjourn at 6:37

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