

VILLAGE OF MCFARLAND

Library Board Minutes

Monday, April 7, 2025 - 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

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 March 3, 2025 meeting.*
Motion by Member Peter Sobol, second by Member Staci Fritz, to approve the minutes of the March 3, 2025 meeting. Motion carries 6 - 0 - 1 by acclamation, with Evan Richards abstaining.
- b. *Motion to approve the March 2025 invoices*
Motion by Member Evan Richards, second by Member Karin Mandli, to approve the March 2025 invoices totaling \$50,121.37 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. *Stephanie Brassington - library priorities discussion*
- b. *Review Strategic Plan & Director Goals*

c. 2025 Adjacent County Reimbursement Requests

Motion by Member Karin Mandli, second by Member Mona Nelson, to approve SCLS requesting on behalf of the E. D. Locke Public Library the 2025 Adjacent County Reimbursements. Motion carries 7 - 0 - 0 by acclamation.

d. Youth Center

e. Proctoring Exams Policy

Motion by Member Peter Sobol, second by Member Mona Nelson, to approve Proctoring Exams Policy Motion carries 7 - 0 - 0 by acclamation.

f. Notary Public Policy

Motion by Member Evan Richards, second by Member Staci Fritz, to approve Notary Public Policy Motion carries 7 - 0 - 0 by acclamation.

g. Roofing Repair and Maintenance

Motion by Village Trustee Luke Fessler, second by Member Evan Richards, to approve quotes from GBR Corporation for repair of the library roof totaling \$18,100. Motion carries 7 - 0 - 0 by acclamation.

6. ADJOURNMENT

Motion by Member Karin Mandli, second by Member Mona Nelson, to adjourn at 6:29

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