

VILLAGE OF MCFARLAND

Library Board Minutes

Monday, August 4, 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: Kathy Annen, Staci Fritz, Ken Machtan, Karin Mandli, Mona Nelson, Evan Richards

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 July 7, 2025 meeting.*
Motion by Member Evan Richards, second by Member Mona Nelson, to approve the minutes of the July 7, 2025 meeting. Motion carries 6 - 0 - 0 by acclamation.
- b. *Motion to approve the July 2025 invoices*
Motion by Member Staci Fritz, second by Member Mona Nelson, to approve the July 2025 invoices totaling \$11,455.06 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. *Trustee Education*
- b. *Computer Use Policy*

Motion by Member Evan Richards, second by Member Staci Fritz, to approve the updated Computer Use Policy with one change (the last sentence on page 3, paragraph 5 should read "*Guest passes may be issued to individuals who do not have a library card.*") Motion carries 6 - 0 - 0 by acclamation.

c. 2025 Director's Goals - Update

d. Meeting Room Policy

Motion by Member Karin Mandli, second by Member Mona Nelson, to approve the updated Meeting Room Policy. Motion carries 6 - 0 - 0 by acclamation.

6. ADJOURNMENT

Motion by Village Trustee Kathy Annen, second by Member Staci Fritz, to adjourn at 6:10

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