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| Hopkins District Library Meeting Minutes |

## ***October 2024***

# Call to order and Roll Call

A regular meeting of Hopkins District Library Board was held on 10/08/24 **at 7:00pm**.

Board members included:

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| President | Eric Alberda (Hopkins) |
| Vice President | Tim McKinnon (Watson) |
| Secretary | Megan Frank (Monterey) |
| Treasurer | Angie Teunissen (Hopkins) |
| Village Rep | Jon VanderWall (Village) |
| Village Rep | Sam Adams |
| Watson Rep |  |
| Monterey Rep | Jodie Brenner |
| Ex-Officio | Kevin Meyer |

Citizens present: 0

Approval of the October 2024 Agenda

McKinnon motion to approve September 2024 Agenda with amendments. Adams supports.

7 Yays / 0 Nays. Motion approved.

Approval of the September 2024 Regular meeting minutes

Frank motion to approve September 2024 Agenda. VanderWall supports.

* Discussion

Frank motion to approve September 2024 minutes with amendments. Brenner supports.

7 Yays / 0 Nays. Motion approved.

Treasurers Report:

* Circulation desk payment (2nd half of payment)
* Quote received for replacing carpets.
* CD Matured and placed in savings – new CD discussion.
* Discussion of minimum wage

McKinnon motion to approved the Treasurers Report as presented. Adams supports.

7 Yays / 0 Nays. Motion approved.

Director’s Report:

* Circulation desk replaced 10/10/24.
* Working on quotes for new signs for front and side of building. Will be presented on next meeting.
* Programs increasing. LEGO club went great. Bullet Journals was a big hit. 9 events this month.
* Starting next month will begin “Coffee with the Director”
* Library will purchase a Nintendo switch for library.
* Director will be at the MLA conference 10/14-10/16
* Discussion of Budget breakdown. More details coming next month.

Frank motion to approve the Directors report as presented. Brenner supports.

7 Yays / 0 Nays. Motion approved.

New/Old Business:

* CD Renewal: Current CD matured. Reviewed CD Rates as of 10/1/24.

VanderWall motion to use $100,000.00 for a 1-year CD Term at a rate of 4.25%. Adams supports.

7 Yays / 0 Nays. Motion approved.

* Winter/Seasonal Hours Policy: Discussed addition of new verbiage.

“The Hopkins District Library will be open during the following hours (excluding holiday closures, emergencies, and other scheduled closures): Monday from 10:00am – 8:00pm, Tuesday from 10:00am – 5:00pm, Wednesday from 10:00am – 8:00pm, Friday from 10:00am – 5:00pm, and Saturday from 10:00am – 1:00pm. The Library will be closed Thursdays and Sundays. For special events, the Library may be open additional hours. **The Library Board may adjust these hours seasonally (with input from staff and the director) to better serve the community’s needs.**

* + Adams motion to approved verbiage as presented. VanderWall supports.

7 Yays / 0 Nays. Motion approved.

* + VanderWall motions to close the library at 5pm on Mondays from 11/1-3/1. Adams supports.

7 Yays / 0 Nays. Motion approved.

* Strategic Planning Update: Library will be starting planning at end of month. Meeting with Staff 10/28. Planning with board and director will continue and looking to plan for 3-5 years out. Will be discussed more next month.
* New Room Usage: Discussed

Public Comment: None

Board Comment: None

Adams motion to adjourn. Brenner supports.

8 Yays / 0 Nays. Motion approved. Adjourn 8:43pm.

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| Megan Frank  Secretary |  | Date of approval |