

Casselton Public Library Board of Directors

Secretary Minutes

Tuesday, December 10, 2024

The meeting was called 6:30pm on Tuesday, December 10, 2024, at the Casselton Public Library.

Members present included: Sabrina Roy, Jadene Weber, Wanda Wilcox, Sheila S Christianson and Sheila Krueger (Director)

No additional items were added to the agenda.

Approval of Secretary Minutes from previous meeting: Jadene approved, Sheila C. seconded.

OPEN ISSUES:

- Monthly Budget Sheets/Remaining Year End Expenses, and First Look at General Fund Budget for 2025: Sabrina approved, Wanda seconded.
- Freddy's Lefse Fundraiser Recap: Total \$2250, Profit of \$928.50. 142 packages sold and 8 extra for programming. Voted to make in annual event.
- Library Future Plans Update: 11/20 Got email from Dan Hicks, emailed back and then heard nothing again. Reporter called asking about what library need are. Char Gust asked Wanda about regional library possibilities; Sheila K said need to go through ND State Library Board, our BOD voted no at this time. Jonathan Warney popped in for more thoughts and offered to help fundraise but only if we can incorporate senior center into new library location.
- Casselton Endowment Fund Grant: Approved for \$6,000 for the Summer Reading Program "Color Our World"
- Updated Policy Sheets: Collection Development, Display and Distribution of Community Materials, Donation, Interlibrary Loan, Internet Access, Library Programming. Wanda approved, Jadene seconded.
- Review Next Policies: Library Telephone Usage, Loan Policy, Patron Conduct, Patron Confidentiality, Photo Permission and Release, Social Media, Unattended Children, Library of Things (new). Jadene approved, Sabrina seconded.

NEW BUSINESS:

- Scheels Gives Back: \$500 unknown donation
- 2024 Mileage Request: \$1,447.87 reimbursed to director for 2161 miles covered, Jadene approved, Wanda seconded
- Sign Employment Contract for 2025: 1st: Sabrina approved, Wanda seconded. 2nd: Jadene approved, Sabrina seconded

ANNOUNCEMENTS:

- Holiday Hours: Closed 12/24, 12/25, 12/31, 1/1
- Winter Programming Events: Lots of Events for December and January

NEXT BOARD OF DIRECTORS MEETING: Tuesday, February 11th, 2025, at 6:30 pm