

# Casselton Public Library Board of Directors

## Secretary Minutes

Tuesday, February 11, 2025

The meeting was called 6:35pm on Tuesday, February 11, 2025, at the Casselton Public Library.

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

No additional items were added to the agenda.

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

### OPEN ISSUES:

- Monthly Budget Sheets for Year End 2024/Monthly Budget Sheets for 2025: Sabrina approved, Sheila C. seconded.
- Updated Policy Sheets: Library Telephone Usage, Loan Policy, Patron Conduct, Patron Confidentiality, Photo Permission and Release, Social Media, Unattended Children, Library of Things (new). Were delivered to Members

### NEW BUSINESS:

- January Used Book Sale Recap: Flash Sale, 23 adult and 13 kids attended, \$201 donated, board decided to deposit to miscellaneous income
- Share the Love Campaign: donors can donate a book to the library and added an online option
- Annual Report and State Aid: Due by 3/31. Sheila has plans to submit mid match and then state aid opens and director will get all the financials to them when it becomes open.
- Grant Opportunities: Three available in February. 1<sup>st</sup>: ND State Library Vision Grant of \$500, one of their guidelines must be picked. Due February 15<sup>th</sup>, awarded February 28<sup>th</sup>. Goal to advocate for Library – Stem Kits. 2nd: United for Libraries for \$1k, for rural and small libraries. Due February 18<sup>th</sup>. Summer reading and literacy books. 3rd: Jan Stauber Grant program. Sherlock Holmes Themed.
- Pizza Ranch Impact Event: Wants to have Library as a feature group. Will have table for us to have literature and other items. 10% of proceeds will be donated to library.

### ANNOUNCEMENTS:

- Feb/March Program Events: Preschool Storytimes, National Library Lovers Day, Last Monday of the Month Book Clubs, Puzzle and Pizza Event, Sloppy Joe Slider Battle, and All Ages Coloring Contest.
- Take Photo from National Library Lovers Month: Those present took a picture to kick off National Library Lovers Month

### NEXT BOARD OF DIRECTORS MEETING:

Tuesday, April 8th, 2025, at 6:30 pm

Adjourned 7:35 pm Jadene motioned, Sheila C. seconded