

MARSHALL AREA PUBLIC LIBRARY DISTRICT
Board of Trustees Meeting

Tuesday, August 27, 2024, 4:30 p.m.

Marshall Public Library

Dale McConchie Meeting Room

1. **Call to Order:** 4:30 p.m. by Jeff Burress
2. **Pledge of Allegiance**
3. **Roll Call** – Noted by Danielle Cline, Trustee
In Attendance: Cynthia Wright, Danielle Cline, Elaine Miller, Jamie Poorman (Librarian), Alyson Thompson (Library Director), Jeremy Anderson, Kent Mitchell, Jeff Burress
Absent: Kelley Ray
4. **Treasurer’s Report:** Reported by Elaine Miller (Treasurer)
 - a. General Fund Balance: \$11,954.93 Noted Real Estate and Mobile Home Distribution
 - b. Insurance Fund Balance: \$4,242.84
5. **Public Comment:** None
6. **Secretary’s Report:** Jeff Burress made a motion to approve the minutes as presented. Jeremy Anderson seconded. All approved
7. **Correspondence:**
 - a. Thank you from Patty Macke who had served as treasurer for the Friends of the Library for 13 years in appreciation of the flower pot and everyday antiques gift.
 - b. Spot light recognition for Team Gives Back that helped organize the genealogy area.
8. **Presentation of Bills:** Bill of \$183.00 to American Library Association. Danielle Cline made the motion to pay the bill. Roll call taken; all ayes.
9. **Librarian’s Report:** Reported by Jamie Poorman. Copy attached
 - a. June: 20 new library cards issued with 9 being district. Door count 5,281.
 - b. July: 19 new library cards issued with 8 being district and 1 falling into the “other”. Door count was off for the month of July due to loss of battery. Jamie noted that they had high numbers with the kid’s summer reading program.
10. **Director’s Report/Friends of the Library Report:** Alyson Thompson reported. Copy attached.
 - a. Construction continues on the second floor and elevator.
 - b. New sound panels were installed in the main portion of the library.
11. **Unfinished Business:**
 - a. Annual Appropriation Ordinance FY 2025: Elaine Miller made the motion to approve. Kent Mitchell seconded. Roll call taken; all ayes.
 - b. Annual review of Secretary Minutes and Treasurer Report: Cynthia Wright made the motion to approve both with the correction of labeling “Treasurer

Report” over “Report of Minutes Audit”. Jeremy Anderson seconded. Roll call taken; all ayes. Elaine Miller, Treasurer, addressed the suggestion of writing the check numbers on the ledger sheet and why this hadn’t been done.

- c. Little Library Outposts: All taken to be delivered to
12. New Business:
- a. Discussion of 2025 Trustee Election, Consolidated Election 4/1/25: Elaine Miller and Kent Mitchell both up for re-election. Kent Mitchell expressed concern of not having the time to commit for another term. He will let Alyson know of his final decision.
13. Other
- a. Distribution of Trustee List for FY25: Further discussed Kent’s length of terms served.
14. Adjournment: Danielle Cline made a motion to adjourn. Cynthia Wright seconded. All approved. Adjourned at 5:04 p.m.

Respectfully submitted by Danielle Cline