

**Larsen-Sant Public Library
Board Meeting Minutes
Monday, Jul 8th, 2024 1:00 pm**

Roll Call: Giselle Fitzgerald, Laura Wheatley, Shelley Lowe, Richard Stewart, David Woodward, Camille Larsen, Shannon Crowther

Public Comments: No public attendees

Action Items:

Budget L-2: Camille Larsen attended the meeting to go through the L2 form and set next year's budget. County has pre-approved for the next year a 5,000 payment to our building fund.

Approve Minutes: Shannon moved that the amended minutes be approved as written, David seconded the motion, all approved.

Approve bills: David moved that the bills be approved, Shannon seconded the motion, all approved.

Trustees: Clerk updates – Shannon let the board know when their time for re-election will be: David 2027, Max 2027, Giselle 2029, Shannon 2029, Richard 2029

: Volunteer hours

Max –

Giselle –2

Richard - 3

Shannon – 3

David – 1.5

Treasurer: Finances – The Reports for the DBF fund and the LGIP fund were not available for board meeting.

Librarian: 2024-25 Budget Numbers- Shannon moved that \$502,780.00 be approved for the 24-25-year budget, Giselle seconded the motion, all approved. Shannon moved that a 5% raise be given in the 24-25 budget year, David seconded the motion, all approved. The board wants the Cache Valley Bank account to not get below \$35,000.00. Shannon asked that the proposed budget for the next year be handed out the month before it needs to be approved.

Staff adjustments/Benefits- The board was made aware of the staff changes, Shera going to 4 days a week and Libby becoming a library associate. Shelley & Diane's vacation hours started July 1st, 2024.

Program Report: Summer Reading/Activities/Summer lunch- Shelley gave a recap of how the summer reading and summer activities are going. The petting zoo needed two days planned and both were full. Smokey the bear birthday party was loved by the adults. Game day was put on by the Mennonites and it was a giant candy land game board. The numbers for the summer lunch have ranged from 230-260. Summer reading in the park numbers ranged from 45-77.

Policy Approval: Personnel Policy – Shannon moved that the Personnel Policy revision be approved, Giselle seconded the motion, all approved. The board was given a copy of the Collection Development for their binders.

Policy Committee Meeting: Jul 15th at 1:00

Meeting adjourned at 2:03