Library Board of Trustees Meeting

November 26, 2024

Meeting Minutes

The meeting was called to order by Erin Phillips at 6:28 PM in the meeting room the Ionia Library with members present, Erin Phillips, Laura Wickham, Gale Wallace, Jim Brummond, Katie Brown & Library Director India Watson. Members of the public: none

Motion to approve agenda by Laura, 2nd by Gale. All in favor, motion passed.

Motion to approve October 23, 2024 meeting minutes with change of meeting date to Tuesday, November 26, 2024 by Erin, 2nd by Jim. All in favor, motion passed.

Old business

Review Facility Policy

Update from all county meeting on 10.22.24

New Business

Review Gifts & Donations Policy – motion to approve with no changes by Katie, 2nd by Erin

Move some petty cash to savings – motion to move $300 to savings from petty cash by Jim, 2nd by Gale

Discuss sleigh ride event and hiring Christmas light installation – sleigh ride event needs to be postponed due to lack of availability will revisit next year. Christmas light installation – permanent lights installed, programable all different colors – Cedar Falls would have to come to give us a quote. Motion to move forward to getting quotes by Laura, 2nd by Katie.

Update from the Board of Supervisors meeting – no action taken

Update and review the employee handbook and policy book – policy book and website are current with policies, employee handbook discussed

Approval of November and December bills made by Katie, 2nd by Gale. All in favor, motion passed.

Budget/Director’s Report – Motion to set budget for FY26 $40,000 and ask the city for $15,000 by Katie, 2nd by Jim, all in favor. Director’s report – see report add 12.22.24 for Santa 1 pm – 3 pm

Public forum – none

The next meeting will be held Wednesday, January 22, 2025, 6:30 pm.

Motion by Katie to adjourn meeting at 8:02 pm, 2nd by Gale. All in favor.