

## Maitland Public Library Board of Trustees

Wednesday, May 15, 2024  
7:30 pm



ATTENDANCE: The following members were present: Dr. Steve Lee, President; Ms. Maria Hannon, Secretary; Mr. Andrew Harrison, Treasurer; Mr. Bob Allen, Chair; Ms. Kristen Johnson, Vice Chair; Mr. Frank Allen, Trustee; Mr. Dave Baker, Trustee; Ms. Erin Baker, Trustee; Ms. Patti Brennan, Trustee; Ms. Laurie Fuller, Trustee; Ms. Mary-Jeanine Iburguen, Trustee; Ms. Cari Rotenberger, Trustee;

- The following members were present via Zoom: Ms. Liz Doyle, Trustee
- Staff Present: Ms. Jenn Bishop, Executive Assistant
- Staff present via Zoom: Ms. Stacie Larson, Director
- The following members were excused: Ms. Marilyn Sandoz, Vice President; Mr. Kay Yeuell, Trustee
- The following members were not present or excused: Dr. Scot French, Trustee
- Members of the public attending: 0

MEETING CALLED TO ORDER AT 7:30 PM by Mr. B. Allen

- Consent Agenda: With no questions or concerns, all items on the Consent Agenda were accepted.

FRIENDS REPORT: Ms. Larson reported that the FOR! Committee refunded the FoL \$8,881.77. The FoL donated \$4,881.77 to the Library and deposited the remaining \$4,000.

LIBRARIAN'S REPORT is attached. It was emailed to board members. Highlights were shared by Ms. Larson.

- Ms. M. Fuller has given her notice, as she will graduate high school this month. There are two (2) new LAs - Ms. Zoralis Saez and Ms. Cali Hannon.
- Summer reading kick off is May 30<sup>th</sup> (kids). The theme this year is Adventure Begins at Your Library. The Adult kick off tea party is Sunday, June 2
- There is a new display from A & H
- A new Outdoor Exploration Kit has been donated
- Sensory Storytime now requires registration. A second session has also been added

NOMINATING COMMITTEE: Mr. F. Allen shared that the committee has finalized the procedures and the final document resides with Ms. Bishop. Mr. F. Allen thanked all committee members for their time.

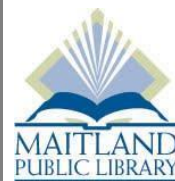
CONSTRUCTION: Mr. B. Allen spoke with City Manager Mr. Reggentin. There will be a meeting in June for the final contract to be voted on. Onset of construction is still 18 mos. away, but the process is moving forward.

Old Business: Ms. Bishop responded to Mr. B. Allen's request from the previous meeting in regards to the \$25,000 earmarked for the Info Campaign. Out of those funds, \$5980 remains in operating accounts. There are no restrictions on these funds. Mr. Harrison requests that the fate of these funds be presented to the Finance Committee after Budget talks.

Public Period: Mr. B. Allen opened the Public Period. Ms. Rotenberger inquired about plans for the "Proposed Site" location sign. She suggested there should be an update, replacing 'proposed' with 'future.' Mr. B. Allen will look into this. With no one else wishing to be heard, Mr. B. Allen closed the Public Period.

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### Decision:

- **FY 2025 Budget** - The FY25 Budget is attached. Ms. Larson shared highlights:
  - AV materials have decreased, which allowed for the increase in periodicals(prices rising)
  - No changes to programming
  - The postage meter will not be renewed(lease is up)
  - Credit Card fees are lower due to no fines
  - System Maintenance has increased due to a web host change and increased protection
  - Employee expenses have increased due to a rise in minimum wage, a 7% increase in health insurance and life insurance cost is now the responsibility of the library(but the City will reimburse)

Ms. Larson made it known that she reduced costs anywhere she was able to. The grand total for the FY25 Budget is \$883,320. Ms. Larson is requesting \$859,920 from the City. Dr. Lee thanked Ms. Larson for her work on a reasonable, yet slightly conservative budget. Dr. Lee motioned to accept the FY25 Budget Proposal for Ms. Larson to present to the City. This was seconded by Ms. Brennan and accepted unanimously by all members in attendance.

### Dates to Remember

- Library Closed: Memorial Day, May 27, 2024
- Summer Tea: June 2, 2024, 2:00pm
- Next Meeting: June 12, 2024, 7:30pm

MEETING ADJOURNED: A motion was made by Mr. F. Allen at 8:07 pm to end the meeting. This was seconded by Mr. Harrison, and accepted unanimously by all members in attendance.

Minutes submitted by Maria Hannon, secretary