

The Geraldine E. Anderson Village Library Board of Trustees met for their regular monthly meeting Monday, December 9, 2024 at 6:30 pm. Roll Call was taken by Cathy Frandsen. Members present: Cathy Frandsen, Laura Rochford, Betsy Beaupre, Erin Larson, and Nikki Froehlich. Also present: Leann French, Library Director. Announcement of a Quorum was made by Cathy Frandsen and the meeting was called to order at 6:30 pm.

**MSC** [Larson, Rochford] to approve the agenda of December 9, 2024.

**MSC** [Frandsen, Rochford] to dispense with the reading of the November 12, 2024 minutes.

**MSC** [Beaupre, Larson] to approve the November 12, 2024 minutes.

**MSC** [Rochford, Frandsen] to dispense with the reading of the November 21, 2024 special meeting minutes.

**MSC** [Frandsen, Beaupre] to approve the November 21, 2024 special meeting minutes.

### **Public Comment**

none

### **Actions & Reports**

#### **Finance**

**MSC** [Frandsen, Larson] to approve the Financial Report of December 9, 2024.

**MSC** [Rochford, Beaupre] to approve payment of the vouchers presented December 9, 2024.

#### **Old Business**

**MSC** [Frandsen, Larson] to pay all library staff their regularly scheduled hours December 24 through December 26, 2024 and January 1, 2025 while the library is closed.

**MSC** [Larson, Beaupre] to approve the 2025 Geraldine E. Anderson Village Library Budget with line-item detail as modified.

#### **New Business**

##### **Director's Report**

Littles Storytime is scheduled for December 14<sup>th</sup>. Total circulation in November was 1061, with 332 visits to the library, 2 new patrons, and 57 new items added to the collection. Talks are ongoing with SCF and Osceola libraries about sharing a substitute library assistant. Leann has updated the Basic Library Procedures for ease in training new staff once hired. Weekly Osceola Sun columns and Polk County library directors Zoom meetings are continuing. Leann will be attending the Village Holiday Party and the Lion's Club Breakfast with Santa. She will be providing crafts for children along with the ability to renew/issue library cards. Leann was selected to the Polk County Library Services Planning Committee and will attend the first meeting on December 13<sup>th</sup>.

Leann gave a hiring update for the vacant substitute and assistant positions. There have been 9 assistant applications and 2 substitute applications received so far. Application acceptance closes December 15<sup>th</sup>.

##### **Village Representative Update**

Nikki reminded everyone that the Village of Dresser Holiday Party is Thursday from 3:00 pm to 6:00 pm and the Santa Breakfast at the Village Hall is Saturday. She stated that Grace is not running for another term as Village Trustee and Luke from Public Works is resigning.

##### **President's Update**

Cathy thanked Leann and Linda for their flexibility covering the library's hours since Jim's departure.

**MSC** [Beaupre, Larson] to adjourn the meeting at 7:18 pm.

Announcement to adjourn: Cathy Frandsen, President.

Respectfully Submitted,

Laura Rochford

Secretary

The next regular meeting of the Geraldine E. Anderson Village Library Board of Trustees is scheduled for Monday, January 13, 2025, at 6:30 pm.