

City of New Plymouth
Armoral Tuttle Public Library Board Meeting
June 6, 2023, at 6:00 pm

Call to Order and Introduction:

Jane Brandel called the meeting to order at 6:00 pm.

Roll Call: Jane Brandel, Pat Bodas, Tara Conlee, Wendy Stoker

Consent Agenda: Action Item

All matters on the consent agenda are considered routine and may be approved in a single motion. A trustee may ask that an item be removed from the consent agenda and considered separately.

- Library Board Minutes – May 2, 2023
- Financial Report – Minus April Financials
- Library Report – May library report

Tara Conlee motioned to accept the Consent Agenda, without the April Financial Report. Motion passed.

Claims Approvals: Action Item

Payment of April's claims.

Pat Bodas moved to accept the claims approval for April in the amount of \$1148.89. Motion passed.

Old Business: Action Item

- No old business

New Business:

- Presentation of FY2024 salaries: **Action Items**

Closed Session

Executive Session- Jane Brandel made a motion to move into the executive session at 6:08 pm. Motion approved by the trustees moved into a closed executive session.

- The trustees discussed the Library Director's salary increase.

The board reconvened into Open Session at 6:31 pm.

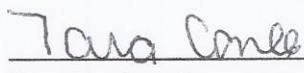
Tara Conlee motioned to table Library Director's salary for a special meeting with more accurate budget information. Motion passed.

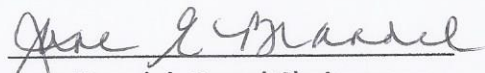
- **Library Facility Grant Discussion**
 - Working on getting wording completed
 - Architect provided a budget quote for the grant that was \$483,000.
 - Melanie will work extra hours during remodel of the new building and can bill the grant for those hours.
 - Create community input survey
 - The Library received a few Letters of support from the community.
- **Budget Discussion**
 - Discussed 2024 preliminary budget and possible changes
- **August Closure: Action Items**
 - Discussed possible issues for staffing the library August 7-12.
 - Wendy moved to close the library August 7-12 if there are staffing issues. Motion passed.
- **Book Challenge Policy: Action Items**
 - Previewed the new Book Challenge Policy
 - Pat Bodas motioned to accept the Book Challenge Policy. Motion passed.
- **Overhead Door quote: Action Items**
 - Overhead Door provided a quote to add new weather stripping to exterior doors.
 - Tara Conlee motioned to pass the new weather stripping to doors in the amount of \$126.10. Motion Passed.
- **213 N. Plymouth blueprints**
 - Viewed and discussed the blueprints created for 213 N. Plymouth
- **Mometrix Quote: Action Items**
 - Melanie presented the Mometrix Quote for \$699 which would allow patrons to practice for many different exams/ tests.
 - Wendy Stoker motions to decline Mometrix quote. Motion passed.

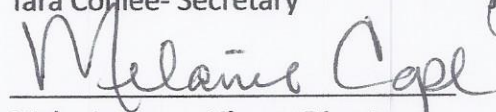
Announcements:

- **Library expansion spreadsheet**
 - Library expansion spreadsheet wasn't ready for the June meeting.
- **Library Liaison/City Council**
 - No new information

Adjournment: Tara Conlee adjourned the meeting at 7:38 pm. Motion passed


Tara Conlee- Secretary


Jane Brandel- Board Chairperson


Melanie Cope- Library Director