

Spirit Lake Library Board Meeting

April 7, 2025

Present at the meeting: Christa Butler, Roger Brochshus, Carolyn Butterworth, Frank Christenson, Amy Dissmeyer, Heather Kalkhoff. Absent: Matt Early, Tanner Metz.

The meeting was called to order at 5:18 p.m. by president Butler. Minutes of the March 3, 2025, meeting were read by Butterworth. Christenson moved, seconded by Brockshus, that the minutes be approved as read. Motion carried.

An online Google review was noted, which Amy has resolved.

The total library revenue for March was \$307.85 to the general fund, with total expenses of \$29,780.65. Friends revenue was \$918.80, with total expenses of \$905.82. Motion by Brockshus, seconded by Kalkhoff, to approve the March financial reports. Motion carried.

Director's Report:

- The job description for employees was updated to better reflect the priorities of public service and assistance to the public with technology needs.
- The new graphic novel collection is in progress.
- March Book Club was a success. The full list of titles for the remainder of 2025 is available at the desk and online.
- Business at the Friends meeting included the approval of requests for support of the summer reading program and the library's new movie license. Ongoing support of Hoopla was discussed and tabled until the next meeting.

New Business:

- The second reading of the Policy on Patron Behavior (pertaining to guidelines for noise levels in the library) was presented. Motion was made by Christenson, seconded by Kalkhoff, to approve the policy. Motion carried.
- A quote of \$1,644 per year for a subscription to Ancestry.com. was received. Motion by Christenson, seconded by Kalkhoff, to approve the subscription. Motion carried.
- Current staffing of the library was reviewed, and starting hourly wage was discussed. Interviews are scheduled to take place this week.
- An inventory of computers within the library has been completed. Twelve to fourteen of the machines are running on Windows 10, which will no longer be supported after October 14. Amy has three proposals for computers. The computer situation will be further discussed at a future board meeting.

Old Business: None

Trustee Training:

- There was a 15 minute discussion of the introductory portion of Meet Me at the Library by Shamichael Hallman.

The next regular meeting of the library board will be Monday, May 5, 2025, at 5:15 p.m. Agenda will include discussion of chapter one of Meet Me at the Library

Brockshus moved, seconded by Christenson, that the meeting be adjourned. Motion carried. Meeting adjourned at 6:33 p.m.

Respectfully submitted,

Carolyn Butterworth, Secretary