

Brimfield Public Library Board of Trustee Meeting Minutes
Monday, January 31, 2024 6:30 p.m. at the Library

Call to Order - Holly More called the meeting of the Brimfield Public Library Board of Trustees to order.

Attendance - Holly More took roll call with the following members present: Trip Barton, Pam Fabish, George Stenger, Natalie Zeman, Shirley Sollenberger, Angie Sneeringer, and Director Katie Hahn.

Public Comment - None

Reports

Secretary - December Regular Meeting Minutes - Angie Sneeringer made a motion to approve the December Regular Meeting minutes. Shirley Sollenberger seconded; motion carried.

Treasurer - December Financial Report - Trip Barton made a motion to approve the December Financial Report. Pam Fabish seconded; motion carried.

January Bills - George Stenger made a motion to approve the January bills. Shirley Sollenberger seconded; motion carried.

Director - Monthly Report - Director Katie Hahn presented the Director's Report and the board reviewed.

Unfinished Business

Library Occupancy and Evacuation Site Request – The board will grant access to the lockbox code for the library's Activity Room to Julie Albritton, Brimfield Grade School principal, for use in the case of a school emergency. Angie Sneeringer made a motion to approve. Shirley Sollenberger seconded; motion carried.

New Business

FY 2023 Annual Financial Report - Trip Barton made a motion to approve the FY 2023 Annual Financial Report. Natalie Zeman seconded; motion carried.

Schedule Strategic Planning Kickoff Meeting - The kickoff meeting is set for Tuesday April 23 at 6:00.

Director Job Description - Natalie Zeman made a motion to approve the new Director Job Description. George Stenger seconded; motion carried.

Director Annual Goal Progress - The board reviewed the Director Annual Goal Progress.

Security Camera Update Progress - Director Katie Hahn provided an update on the security camera system.

Kickapoo Dropbox - The board reviewed and will investigate options for relocating the Kickapoo Dropbox.

Adjournment - Shirley Sollenberger made a motion to adjourn. Pam Fabish seconded; motion carried.

Next Meeting Monday, February 26 at 6:30 p.m.

Respectfully submitted,
George Stenger