

**Sturm Memorial Library
Board of Trustees Meeting
January 10, 2023**

The meeting was called to order at 5:30 pm by President Alice Brown.

Roll Call- members present: Alice Brown, Jeremy Bennett, John Mann, Jessica Rosenow, Coleen Phelan, Library Director Ellen Connor, and Karen Hoffmann attending virtually.

Visitors- Bob Czechowicz from RMC Imaging, Inc.

Approval of Agenda- Motion by Phelan/ Mann to approve the agenda with the corrected date for the next meeting as February 14, 2023. Motion carried.

Audience to Visitors- Bob Czechowicz from RMC Imaging, Inc. discussed digitizing of our microfilm and replacement of the viewer with a Viewscan 4 digital reader/ printer.

Approval of December 2022 minutes - Motion by Hoffmann/ Rosenow to approve the December trustee minutes. Motion carried.

Monthly Budget Report- Motion made by Phelan/ Rosenow to move leftover funds from the Building Maintenance fund to the Materials, Office Supplies, and program & Promotion funds. Motion passed.

Library Director's Report- discussed.

Committee Reports-

1. Report of Building Committee
 - a. The furnishings have been cleaned and they look much nicer.
2. Finance & Personnel
 - a. SCLS reports for December were discussed.
3. Policy Committee
 - a. Nothing to report

Communications- Sturm Memorial Library received, from Mary Jones, a donation of \$500.00. A donation of \$100.00 from Glendore Walker was also received for large print books. Lyn Hokenstad received \$250.00 from Smartmove Realty LLC for children's programs.

Unfinished Business-

1. Computer installation is complete.
2. In data gathering phase for the Strategic Plan. There will be four weeks for survey gathering.
3. The library's social media has been archived and will continue to be at a cost of \$700.00 a year.
4. Discussed digitizing microfilm and the practicality of a new microfilm machine, possible copyright infringements, and the Gyant Index that is viewed using the microfilm machine.

New Business-

1. John Mann has resigned his position on the board and this will be his last meeting.
2. Discussed upcoming staff shortages and coverage.

Approval of Bills- Motion made by Rosenow/ Bennett to approve the General Bills of \$4,167.27, LGIP Account expenses of \$359.99, and the Donations Account Expenditures of \$1,663.52. Karen Hoffmann abstained. Motion carried.

Next Meeting- February 14, 2023 @ 5:30PM

Adjournment- Motion by Bennett/Hoffmann to adjourn at 6:56 pm. Motion carried

Respectfully submitted:
Coleen Phelan, secretary

