

## **Western District Library Board Minutes November 18, 2024**

### **Call to Order**

The meeting was called to order at 6:00 pm by Jan Gustafson. Those present were Kathi Parrish, Beth Hoffman, Sue Routt, Rod Ward, Julie Abbott, and Michelle Bailey. Absent was Jeanine McGaughy.

### **Public Comments**

No public comments.

### **October Minutes**

Meeting minutes from October 28, 2024 were reviewed. Rod moved to approve as written, Julie seconded. Voted, approved.

### **Communications.**

No communications received.

### **Treasurer's Report**

Rod shared the October treasurer's report. Kathi moved to approve as presented, Sue seconded. Voice vote, approved 6-0, 1 absent.

### **Director's Report**

Board reviewed the director's report for October, including the following:

- There were fewer children's program activities in October, since Brooke was gone to get married for part of the month.
- Halloween Hustle event drew 385 guests within 45 minutes.
- Eleven adult programs were held, including a jewelry club meeting, book club, and a presentation on autism. Yoga sessions have begun, schedule yet to be set, as well as funding arrangements.

### **Committee Reports**

Sue presented personnel committee report. They discussed leave policies, are surveying 15 other area libraries; discussed library hours, salaries. After information is compiled, a full report will be shared with the board.

### **Old Business**

- A. No update on waterproofing from Zach.
- B. Staff party plans are underway for Friday, Dec 6, at 6 pm.

### **New Business**

- A. Yearly insurance audit has been submitted to insurance auditor.

### **Closed Session**

Sue moved to go into closed session, Rod seconded. Closed session began at 6:20 pm.

### **Other Business/Future Agenda Considerations**

No other business.

Rod moved to adjourn, Sue seconded. Voted, approved. Meeting adjourned.

Respectfully submitted,  
Kathi Parrish, Secretary