

PARCHMENT COMMUNITY LIBRARY
BOARD OF TRUSTEES MEETING MINUTES

DATE: October 22nd, 2024

1. **Call to order:** The meeting was called to order by President Heasley at 6:30 pm.
2. **Present:** Penny Beals, Kim Gheen, Valerie Harris, Robert Heasley, Lisa Lysdahl, Nancy Neumann
Absent and excused: Ruth Layne
3. **Acceptance of agenda:**
The agenda received unanimous approval on a motion by Harris with support from Beals.
4. **Acknowledgment of guests:** At 6:32 pm, there were 2 guests with no comment.
5. **Reading and approval of minutes:**
The minutes of the September 24th meeting received unanimous approval on a motion by Neumann with support from Harris.
6. **Monthly financial report:**

Transfers
 - **\$4,298.00**
Stanley Stevens Endowment
 - The balance in our Kalamazoo Community Foundation account as of 9/30/2024 was \$162,535.45, with a net gain of \$2,209.87.
 - Grantmaking available in 2024 is \$26,199.36.
The financial report and the bills paid in September received unanimous approval on a motion by Beals with support by Neumann.
7. **Public comment:** At 6:40 pm, D Daniels: Recently read a book called “That Librarian” that stood up against the banning of books and the trials that she endured during that time. Very good read and would recommend it.
8. **Director’s report**
Willard presented the report.
9. **Monthly Statistics Report**
Willard presented the report.
10. **Communications**

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- Kathy Hageman from the Friends of the Library passed away. And that the Library and the Friends of the Library have received donations in her name. She was so loved and she will be greatly missed.
- We received a notice that several businesses and non profits have sued Visa and Mastercard for interchange fees and that we may be entitled to compensation.

11. Strategic Planning

There was no report.

12. Committee reports

There were no reports.

Unfinished Business

No unfinished business

New Business

Item 13 Electronic Transactions and ACH Policy – 1st reading

The policy received unanimous approval with a motion by Harris and support by Neumann.

Item 14 Investment Policy – 1st reading

The policy received unanimous approval with a motion by Beals and support by Gheen.

Item 15 Purchasing Policy – 1st reading

The policy received unanimous approval with a motion by Lysdahl and support by Harris

16. Board Comments

Gheen: Managing the reports for the personnel committee and wants to make sure that those documents will be able to be accessed for the next personnel committee.

16. Public comment

No comment.

18. Adjournment

President Heasley adjourned the meeting at 7:15 pm.

Minutes taken by Lisa Lysdahl, Trustee.