

PARCHMENT COMMUNITY LIBRARY
BOARD OF TRUSTEES MEETING MINUTES

DATE: December 17th, 2024

1. **Call to order:** The meeting was called to order by President Heasley at 6:37 pm.
2. **Present:** Penny Beals, Kim Gheen, Robert Heasley, Lisa Lysdahl, Nancy Neumann
Absent and excused: Ruth Layne, Valerie Harris
3. **Acceptance of agenda:**
The agenda received unanimous approval on a motion by Lysdahl with support from Beals.
4. **Acknowledgment of guests:** At 6:38 pm, there were 3 guests with no comment.
5. **Reading and approval of minutes:**
The minutes of the November 26th meeting received unanimous approval on a motion by Beals with support from Gheen.
6. **Monthly financial report:**

Transfers
 - No Transfers**Stanley Stevens Endowment**
 - No statement available at the time of the December 17th board meeting.
The financial report and the bills paid in November received unanimous approval on a motion by Gheen with support by Beals.
7. **Public comment:** At 6:42 pm.
No comment
8. **Director's report**
Willard presented the report.
9. **Monthly Statistics Report**
Willard presented the report.
10. **Communications**
No communications
11. **Strategic Planning**
There was no report.

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- 12. Committee reports**
There were no reports.

Unfinished Business

Item 13 Personnel Policy – 1st reading

The policy received unanimous approval to table the policy until the January board meeting with a motion by Beals and support by Gheen.

New Business

Item 14 Materials Selection Policy – 1st reading

The policy received unanimous approval to table the policy until the board knows whether or not bills 6034 and 6035 for the Freedom to Read act are passed with a motion by Beals and support by Neumann.

- 15. Board Comments**
Presented Gheen with a Certificate of Appreciation for her 12 years of service to the board.
- 16. Public comment**
D. Daniels expressed her appreciation to Gheen, the Friends of Library, Garden Club and the Board.
- 17. Adjournment**
President Heasley adjourned the meeting at 7:27 pm.

Minutes taken by Lisa Lysdahl, Trustee.