

APPROVED

MINUTES OF THE REGULAR MEETING OF THE CHIPPEWA RIVER DISTRICT LIBRARY OCTOBER 15, 2024

Members present were Chair R. Helwig, C. Doyle, K. Mora, R. Barrett, E. Freling, B. Webb, K. LaLonde; Director C. Friedrich and Finance Director K. Ellison

Members absent were L. Laskowsky

R. Helwig called the meeting to order at 5:29 p.m.

AGENDA APPROVAL

K. LaLonde moved to approve the agenda of October 15, 2024. Motion seconded by K. Mora. Motion carried.

APPROVAL OF MINUTES

K. LaLonde moved to approve the minutes of September 17, 2024. Motion seconded by E. Freling. Motion carried.

FINANCIAL STATEMENT

The check disbursements and financial statement for September 2024 were discussed and placed on file.

DIRECTOR'S REPORT

Corey Friedrich reported on the following:

- Circulation stats – FJML was up and all other locations were down.
- Computer stats – wireless and internet sessions were up.
- Programming highlights – attendance was down 10%
- New library annex – schedule for the new building has been finalized.
- 2025 budget – the budget will be ready for approval at the November board meeting.
- State Aid report – currently working on completing the report.
- Strategic plan update – we are on track to complete all objectives for 2024.

COMMITTEE REPORTS

Finance and facilities – the SCL furnace issues have been resolved.

Personnel and policy –

- R. Barrett moved to approve *Emergency Procedures and Emergency Closings, No. 103* as amended. Motion seconded by E. Freling. Motion carried.

- K. LaLonde moved to approve *Meeting Room Policy, No. 201* as amended. Motion seconded by B. Webb. Motion carried.
- K. Mora moved to approve *Accounting Policy, No. 706* as amended. Motion seconded by E. Freling. Motion carried.

Art – Nothing to report.

CLEANING CONTRACT AWARD

K. LaLonde moved to award the 2025 – 2028 CRDL cleaning contract to Final Touch for a total of \$338,784. Motion seconded by E. Freling.

LIBRARY TRENDS AND UPDATES

A new Washington Post survey was discussed.

STAFF UPDATES

Brandie Gilsdorf, current circulation page, has been hired as the new processing and cataloging assistant.

OTHER

R. Barrett moved to finish out the current strategic plan and revisit the plan yearly, beginning in 2025 thru the end of construction, with a focus on annual goal planning.

FRIENDS OF THE LIBRARIES UPDATE

R. Helwig reported that the book sale made \$8,375 and the annual meeting will be held November 18th.

PUBLIC COMMENTS AND CORRESPONDENCE

A thank you card was received from the Unitarians.

ADJOURNMENT

R. Helwig adjourned the meeting at 6:02 p.m.

Respectfully submitted,

Kristin Ellison, Finance Director