

**Ord Township Library
Board Minutes
September 17th, 2024**

Call to Order: President Lu Lansman called the meeting to order at 5:27 p.m. Present were trustees: Steve Klimek, Deb Hansen, Jill Lane, Courtney Welniak and Kristi Hagstrom - Library Director.

Lu made notice that the Open Meetings Act is posted in its entirety in a three ring binder in the glass cabinet by the fireplace.

Approval of Agenda: Moved by Steve to accept the agenda. Seconded by Jill. All ayes, motion carried.

Approval of Minutes: Approval of August meeting minutes as presented. Moved by Jill, seconded by Deb. All ayes, motion carried.

Financial Reports: Combined balance of the General Fund and Petty Cash for August month end stands at \$9,983.92. Acceptance of the financial report was moved by Deb and seconded by Courtney. All aye votes. Motion carried.

Comments from the Public – None

Old Business

New Copy Machine – Waiting on final details of the contract to sign. The library is not in any hurry as the old copy is working fine.

After School Options – After school numbers have dropped significantly as hoped, with the new parameters in place. The crowds are very manageable and putting peer ages together has helped with attending to their needs.

Fire Inspector – Levi with Hackel Construction has arranged to have a new door mechanism installed and will move the fire extinguisher to a new location. Jim Augustyn has confirmed that the electrical inspection has been done.

Weeding and Book Sale – The Library is ready to host the book sale starting the Thursday of Junk Jaunt. All books will be moved to the main room on Tuesday and we will spend all day on Wednesday organizing them for sale.

2024 Policy Review – Kristi presented the changes addressed at the previous meeting. Lu proof read the document and then Kristi made corrections. Steve moved to accept the changes as presented. Courtney seconded the motion. All ayes. Motion carried. The corrected version will be available on the library's website.

New Business

Ord Township Annual Meeting – The Township Board hosted their annual meeting on September 12th. They approved our budget for the next fiscal year and documentation was signed to be sent on to the state auditor. Sally Wagner is moving to Omaha and Ray Scott is slated to replace her, as his name is on the ballot for the November election.

MCH Annual Meeting – Make Christmas Happen's annual meeting will be held on Wednesday, September 18th where a game plan will be created for the upcoming holiday season.

Director's Report – Kristi presented the monthly director's report and it will remain on file with the minutes of the meeting. From this discussion, Kristi explained that the library's insurance is increasing by about \$2,000 this year. She has made calls to other local insurance agencies to price compare. Courtney volunteered to speak with her father and see if he would be able to run quotes for us by our next meeting.

Statistical Report – The monthly statistical report was presented.

Approval of Bills – Courtney moved and Steve seconded the motion to approve bills for September. All ayes. Motion carried.

Next Meeting: The next meeting will be on Tuesday, October 15th at 5:30.

Adjournment: Deb moved to adjourn at 6:12 pm. Courtney seconded the motion. All ayes. Motion carried.

Deb Hansen, Secretary