

Ord Township Library
Board Minutes
April 15th, 2025

Call to Order: President Lu Lansman called the meeting to order at 5:35 p.m. Present were trustees: Steve Klimek, Jill Lane, Courtney Welniak and Kristi Hagstrom - Library Director. Deb Hansen was absent.

Lu referenced 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 March 2025 meeting minutes as presented. Moved by Jill, seconded by Steve. All ayes, motion carried.

Financial Reports: Combined balance of the General Fund and Petty Cash for March month end stands at \$14,370.32. Acceptance of the financial report was moved by Courtney and seconded by Jill. All aye votes. Motion carried.

Comments from the Public – None

Old Business

Buller Landscape Bid and Grant Application – Kristi completed the Scott Grant application and it was submitted. We will not hear back regarding the application until August. Kristi presented the scenario of receiving or not receiving the grant and how that would affect the budget. Courtney moved to accept the budget. Steve seconded the motion. All ayes. Motion carried.

New Business

Accreditation Time Line and Overview – Kristi presented a step-by-step overview of the accreditation process and proposed a timeline for each step of the process to take place between May and October of 2025. The board of trustees agreed to the timeline.

Library Budget Proposed – Kristi reviewed the proposed budget for the next fiscal year with the board. The budget reflects a fair representation of potential spending with room for additional spending if necessary. No changes were proposed. The board will vote on the budget at the next regularly scheduled meeting.

Annual Reviews – Kristi discussed staff work over the past year and proposed annual raises. The board approved raises for staff and it will be reflected in their files. Kristi then presented her annual report. Steve moved to go into executive session regarding the director's review at 6:07. Courtney seconded the motion. Motion passed. Jill moved at 6:15 to come out of executive session. Courtney seconded the motion. Motion passed. The board presented their review to Kristi with a raise. It will be placed in the files for reference.

Director's Report – Kristi presented the monthly director's report and it will remain on file with the minutes of the meeting.

Statistical Report – The monthly statistical report was presented.

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

Next Meeting: The next meeting is scheduled one week early on Tuesday, May 13th @ 5:00 pm.

Adjournment: Courtney moved to adjourn at 6:29 pm. Jill seconded the motion. All ayes. Motion carried.

Deb Hansen, Secretary
Via Kristi Hagstrom