

Alexandria Monroe Public Library Meeting Minutes: September 12, 2024

1. Call to Order- Meeting was called to order at 6:01 PM by John Dockrey. Members present include Kim Terry, Marnie Zeller, Larry Oliver, Missy Giles, Director Sarah Wallace-Moon, Monica Etchison, John Dockrey , and Laura Jean Rowe.
2. Approval of last month's meeting's reports: Larry made a motion to approve the meeting agenda, minutes of the previous meeting, and the financial and directors reports. Missy seconded. Board approved.
3. Old Business-
 - a) Public hearing for 2025 budget. General= \$968, 252. Rainy Day funds of \$20,000.
 - b) Personnel Committee Report. Director Search Update: 3 interviews have taken place. The best candidate is from Virginia. There might be a possibility to meet him on Saturday, September 28th, if appropriate.
4. New Business-
 - a) E-Rate 2025: discounted internet service through the State Library Consortium for the period of July 1, 2025- June 30, 2026. Missy made a motion to approve. Larry seconded. Board approved and signed.
5. Director's Report: All banks have balanced as of September 3rd. The 2025 budget was approved by the DLGF on August 19th. They were also made aware of the upcoming change in administration/representation for the library. Everyone assumed their new roles as of September 3rd. Brad as general manager, Stacy as the Youth Services Manager, and Loretta has taken on bookkeeping. Training with Loretta is underway to get her up to speed with accounting and payroll. Brad and Stacy are working on becoming notaries so Rachael is not the only one. Rachael and Loretta are also working on their Evergreen admin training so there will be full access if needed until a new director is hired. The renewal for Vision insurance has been sent out. The rate will remain the same. The renewals for Medical and Dental should be ready for review sometime in October. Having a broker helps. There is no family insurance, just individual (employee) insurance. Tech Services: All weeding has been completed. Staff are discussing what kind of book sales might be able to happen in the future around the holidays. Maintenance and repairs: Ekeeper updated the email servers this past weekend. There are a few snags but they are working on correcting them. The book bench received fresh coats of clear sealant. The plan is to do this every spring and fall. Adult Services: Carol and Jamie have settled into their new roles on the circulation desk nicely. Everyone has welcomed them both with open arms and have been a huge help in training them and getting them up to speed on all things circulation. Programming and Youth: Stacy and Addy have had awesome and unexpected turnouts for recent programs. Last week alone they saw over 150 people participating in

programs for all ages. This is a record for programming happening during non-summer reading months! Keep up the awesome work ladies!

6. Librarian's Report: Books and digital services are up. Audiobooks and DVD/Blu-ray are down. There is a slight decrease in the door count. SCRS lending and borrowing will be going away.
7. Treasurer's Report
 - a) Financial Report: Banks are balanced. There was an interest gain of \$4062 with a 5.3289% yield.
 - b) Register of Claims: Larry motioned to pay claims 327-376. Missy seconded. Board approved.
8. Announcements: John and Marnie stated that they will not be able to attend next month's meeting. Monica may or may not be there.
9. Public Comments: None
10. Adjournment: Larry made the motion to adjourn at 6:23 PM. Missy seconded. Board approved.

Respectfully submitted,
Marnie Zeller

Next meeting date: Thursday, October 10th at 6 pm.