

**BOARD OF LIBRARY TRUSTEES
MEETING MINUTES**

DATE: December 10, 2024

TIME: 6:36 p.m.

PLACE: Lingos Trustee Room & Zoom

PRESENT: Jorge Vega, Vice Chair; Margaret Mone; Lisa O'Donnell; Matthieu Delisme; Joseph Policape & Paul Engle, Library Director
Zoom- Phyllis Ellis & Elaine Gatewood (entered 6:59 p.m.)

ABSENT: Jocelyn Meek, Chairperson & Aminah Pilgrim

VISITORS: none

RECORDING: Sandra Reed

<u>TOPIC/AGENDA</u>	<u>FINDINGS/DISCUSSION</u>	<u>RECOMMENDATIONS/ACTIONS</u>	<u>FOLLOW-UP</u>
1. Hearing of Visitors - None			
2. Acceptance of Minutes	Approval of minutes from November 12, 2024 as submitted.		Approval of minutes by Margaret Mone, second by Phyllis Ellis; voted unanimous(EG excluded)
3. Chairman's Report – none			
4. Director's Report –	<ul style="list-style-type: none"> 1) Flooring in Lingos is currently being redone. Room will not be available/used until Saturday December 14. 2) New TV/technology bought for building. Whalley is finishing up on the install. Training for staff will be done when completed. Lingos will have both projector and TV option for programming. 3) Working on getting Papercut set up still. Waiting on Toshiba, everything on our end is now complete. All branches will have one network server so they are all connected. 4) Afraid MBLC funding will be gone with new presidential administration so Paul is trying to do all big projects needed ahead of this- in anticipation. 5) Roof contract still has not been termination. Paul is still working toward that goal. 		
5. Discussion and vote on Library space use for Immigration Clinic Resources (Via Mayors Office)	<p>Courtney Henderson would like to use library space to provide immigrant residents a safe space to hear and talk about issues going on with the city. No budget from the library nor library staff has been confirmed with the Mayors Office. If it outgrows the space we can provide, Courtney will search for other spaces. East and West are options for her to use too.</p> <p>Discussion point raised that with new president elect there will be a flood of questions ahead with the proposed administration changes and loss of funding possible. Reiterated that there is no conflict between Courtney and what programming the library is doing.</p> <p align="right">Vote to approve partnership; motion made by Phyllis Ellis, second by Matthieu Delisme; voted unanimous (EG excluded)</p>		

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6. Strategic Plan update –

Paul proposes to postpone working on plan for now. Ours runs through 2025 and we have one year after to complete. We can do more research until we are ready to proceed.

Will put on February 2025 agenda
Launch survey before April

7. Building Update – See Director’s Report Above

8. Old Business-

Lisa has sent out the link to all Trustees for the Director’s Review. Please complete/submit by 12/30/24 so she can compile the received data. She has reviewed the city evaluation form and opted to use our old one to keep data consistent for comparison. (easier to measure growth). If after this review the board would like to go with the city evaluation form or would like to change current one, that can be discussed.

9. New Business-

Paul has sent out proposed changes to the Makerspace policy for all Trustees to review

Will be added to January 2025 agenda to vote on

10. Executive session (as needed)

11. Adjournment

Meeting Adjourned at 7:05 pm

Motion by Joseph Policape, second by Phyllis Ellis;
voted unanimous.