

**Julia Hull District Library  
Board of Trustees Minutes  
May 20, 2024**

Present: Kelley Roganowicz, Jason Miller, Kathleen Bierman, Sara Grobe, Donna Fruin, Jackie Schumacher

Director, Joanna Kluever

Absent: Jeff Mickey

**The regular meeting was called to order by President Jason Miller at 6:30 p.m.**

Public: None

**Secretary's Report: April 2024 Minutes:** Minutes from the month of April were read and discussed. A motion was made to approve the minutes by Kathleen Bierman, and seconded by Donna Fruin. A vote was taken and passed unanimously.

**Financial Report:** The financial report for April was presented, accepted, and filed. The report was created by Jeff Mickey, treasurer. A small amount of fine money was received, and we are still waiting for a final bill from Sjostrom for the renovation project from last summer.

**Director's Report:**

- a. Summer Reading Program registration opened today (5/20), and the program officially begins on Memorial Day (5/27).
- B. Circulation statistics continue to project up. The check-ins/check-outs and program attendance were all larger than last month, as well as last year at this time. The most recent program from Leslie Goddard was very well attended.
- c. Renovation: There are a few small projects left to be completed this week (new countertop & backsplash, updated cabinet drawers (between bathrooms), and repaint/touch ups).
- D. The Summer Program and Events flier has been sent home with all Highland and MC students earlier this month.
- E. E-Rate forms for FY 24-25 have been completed and submitted.
- F. Staff Performance Reviews were completed during the first 2 weeks of May.

**Unfinished Business:**

**New Business:**

- a. **Budget & Appropriations Amendment 23-05 (Originally 22-03):** A motion was made by Sara Grobe and seconded by Kelley Roganowicz to accept the amendment (23-05). A vote was taken by roll call (Kelley Roganowicz: yes, Jason Miller: yes, Kathleen Bierman: yes, Jackie Schumacher: yes, Sara Grobe: yes, Donna Fruin: yes), and passed unanimously.
- b. **Tax Computation Report:** The library board reviewed the Tax Computation Report and the Draft Budget and Appropriation for FY 25/26.
- c. **Staff Wages:** A motion was made by Kelley Roganowicz and seconded by Sara Grobe to increase the staff wages as proposed. A vote was taken by roll call (Kelley Roganowicz: yes, Jason Miller: yes, Kathleen Bierman: yes,

Jackie Schumacher: yes, Sara Grobe: yes, Donna Fruin: yes), and passed unanimously.

- d. **Retirement/Resignation:** A motion was made by Sara Grobe and seconded by Kathleen Bierman to accept the retirement/resignation of Carol Conderman. A vote was taken by roll call (Kelley Roganowicz: yes, Jason Miller: yes, Kathleen Bierman: yes, Jackie Schumacher: yes, Sara Grobe: yes, Donna Fruin: yes), and passed unanimously.

**Action Agenda:**

- a. **Expenditures:** Motion was made by Kathleen Bierman and seconded by Donna Fruin to pay the May 2024 expenditures. A vote was taken by roll call (Kelley Roganowicz: yes, Jason Miller: yes, Kathleen Bierman: yes, Jackie Schumacher: yes, Sara Grobe: yes, Donna Fruin: yes), and passed unanimously.
- b. **IRS Payment Approval:** Motion was made by Sara Grobe and seconded by Kathleen Bierman to pay the IRS for the month of May 2024. A vote was taken by roll call (Kelley Roganowicz: yes, Jason Miller: yes, Kathleen Bierman: yes, Jackie Schumacher: yes, Sara Grobe: yes, Donna Fruin: yes), and passed unanimously.
- c. **Payroll Approval** Motion was made by Sara Grobe and seconded by Jackie Schumacher to pay the upcoming payroll expenditures (pay periods: May 24, and June 7, 2024). A vote was taken by roll call (Kelley Roganowicz: yes, Jason Miller: yes, Kathleen Bierman: yes, Jackie Schumacher: yes, Sara Grobe: yes, Donna Fruin: yes), and passed unanimously.

**Sara Grobe moved the meeting to be adjourned; Kathleen Bierman seconded the motion.** A vote was taken and passed unanimously.

**Meeting adjourned at 7:13 pm.**

The next meeting of the Board of Trustees will be held on Monday, June 17, 2024, 6:30 pm.