

## SURING PUBLIC LIBRARY MINUTES – January 23, 2024

### Members Present:

Director: Jill Trochta

Town of Bagley: K. Hornick

Town of Brazeau: J. Grosse, L. Elbe

Town of Breed: B. Elbe

Town of Maple Valley: C. Lehto

Village of Suring: T. Steffek

Suring School: T. Kruschke

### Members Absent:

Town of Brazeau: D. Weier

Town of How: K. Mickle

Town of Mountain: G. Golden, J. Urban

Call to order at 5:01 p.m. by Candie Lehto, Chairperson

### Pledge Recited

Agenda approved: 1<sup>st</sup>: L. Elbe/2<sup>nd</sup>: T. Steffek. Motion carried. 8-0 Vote

Proceedings of November 28, 2023: 1st: L. Elbe/2<sup>nd</sup>: T. Steffek. Motion Carried. 8-0 Vote

### Public Input: None

Friends of the Library/Director's Report: J Trochta recapped Friends of Library pursuing a new President, Elaine Marshall resigned and Secretary, Marycarolyn Jagodzinski will remain until candidate found and in place as secretary. Appreciated dinner for Friends of the Library held January 8, 2024. Trochta stated library circulation increased in 2023 and librarian working on DPI report.

Financial/Treasurer's Report: J. Trochta recapped November and December 2023 petty cash report, revenues and expenditures, plus, financial reporting prepared by the Village of Suring staff. Budget status was commented upon and \$4,700 transfer was issued to reserve fund with balance of \$11,116.77.

December 2023 & January 2024 Credit Card Payment of Expenditures (1<sup>st</sup> National Bank of Omaha \$2,576.13 and \$489.60): Motion for December 2023 issued by: 1<sup>st</sup>: T. Steffek/2<sup>nd</sup>: T. Kruschke. (December bills had been reviewed by Steffek and Village of Suring Deputy.) January 2024 expenses approved by motion: 1<sup>st</sup>: T. Kruschke/2<sup>nd</sup>: J. Grosse. Motion carried. 8-0 Vote

Unfinished/Old Business: Long Range Planning date of meeting will be scheduled upon 2024 committee appointment, per Candie Lehto, committee chairperson.

### New Business:

- Trustee Term Expiration: D. Weier matured in 2023 and agreed to serve 3 more years. No vote necessary. Comments and enhancements from members voiced on trustee term grid.
- Librarian executed staff evaluations; no comments.
- Election of 2024 officials was led by Chairperson, C. Lehto.

Bette Elbe nominated Candi Lehto as president/chairperson. J. Grosse nominated Bette Elbe as president/chairperson which Bette Elbe declined. Nominations closed after three calls by presiding election representative. Verbal vote taken. Presiding President/Chairperson will be Candie Lehto was stated to the assembly. Next elected position was Vice-President/Vice Chairperson. Nominations from the floor for position was voiced by Candie Lehto. Bette Elbe accepted. After calling three times by presiding election representative and vote was taken. Bette Elbe named as Vice-President/Vice-Chairperson was voiced by Candie Lehto. Next position to be voted upon is secretary. Floor accepted one nomination from Bette Elbe for Jean Grosse. After presiding election representative called three times, a vote was cast. Candie Lehto voiced Jean Grosse to be secretary in 2024. Last position to be voted upon is treasurer. Minimal discussion on position was voiced by trustees. Nomination to treasurer position was issued by Bette Elbe for Tammy Steffek. After three calls of nominations from the floor a vote was taken. Tammy Steffek was elected as treasurer.

Offices elected by unanimous vote were:

President/Chairperson: Candie Lehto

Vice-President/Vice Chairperson: Bette Elbe

Secretary: Jean Grosse

Treasurer: Tammy Steffek

- Appointment of Committees executed by presiding chairperson/president; Candie Lehto:

| <u>Financial Committee</u> | <u>Long Range Planning Committee</u> | <u>Personnel Committee</u> |
|----------------------------|--------------------------------------|----------------------------|
| Candie Lehto               | Candie Lehto                         | Candie Lehto               |
| Bette Elbe                 | Bette Elbe                           | Bette Elbe                 |
| LoAnn Elbe                 | Tammy Steffek                        | Katie Mikle                |
| Tammy Steffek              | Karen Hornick                        | Jill Trochta               |
| Gail Golden                | Gail Golden                          |                            |
| JoAnn Urban                | Diann Weier                          |                            |
| Jean Grosse                | Jill Trochta                         |                            |
| Jill Trochta               |                                      |                            |

- Miscellaneous: Discussion on February 2024 meeting due to absence and payment of December 2023 bills was executed.

Future Meeting: February 27, 2024 at 5:00 p.m. (proposed)

Adjournment: Chairperson C. Lehto called for adjournment at 6:02 p.m. 1<sup>st</sup>: T. Steffek/2<sup>nd</sup>: B. Elbe.

Motion carried. 8-0 Vote

Submitted by:

Jean Grosse, Trustee/Secretary

Motion to Approve

1<sup>st</sup>: L. Elbe/2<sup>nd</sup>: J. Urban

Vote 9-0 & Carried