

ALBION MUNICIPAL LIBRARY
BOARD OF TRUSTEES MEETING
February 22, 2024, at 4:30 pm

Wade called the meeting to order at 4:36 pm.

Roll Call – Wade Dooley, Ben Rothman, Kim Roche, Lois Keefer, Karen Oaks, Director – Hanna Karim

Minutes from the January 25, 2024, meeting – Approved as read.

Committee Reports:

Financial – Expense and Revenue report reviewed.

Endowment Update - \$67, 761.09 end of year total.

Personnel – Volunteer list and hours available – We currently have 9 individuals volunteering each month. Right now, we are looking for volunteers to work any time on Thursdays from 10:00 – 6:00 and Saturdays from 10:00 – 2:00.

Fundraising –

Friends of the Library Updates – There will be a soup supper March 2 from 4:30-6:30. It will be take-out only with delivery in the city limits available.

Grant updates: Two DG grant requests submitted. There will be a couple more grants to be submitted in March and June.

Librarian's Report – Garden Prep – Produce stand will be changed out. Partnership with Albion Betterment Committee & donations from Casey's Coffee Club. Adult & kids tree programs through ISU extension and master gardener. Hanna was given permission to buy a filtered water pitcher for the library.

Unfinished Business –

- ADA Automatic Door Opener Update – DH Pace install scheduled for 2/26. Waiting to hear back from Web Electric.
- Janelle Walker with landscaping request – Notified of request for maintenance plan.
- Policy Manual Revision – Clinton library internet policy was looked at. We do have our own internet policy. [\[1\]](#)

New Business –

- Grantsmanship training – Mary Dooley recommended a 2-day or 5-day course. Hanna is interested in going.
- Pilot program with State Library – Free training to help retain librarians and staff.
- Tree trimming & removal – A motion was made by Ben, 2nd by Lois, to have Hanna contact City Hall and the safety committee to see about removing a tree on the south side of the library per recommendations by the Urbans Forrester's.

Karen made the motion, 2nd by Lois, to adjourn the meeting at 5:28 pm.

The next meeting will be March 21 at 4:30 pm