

**Lake Odessa Community Library Board Meeting**  
**April 24, 2024**

1. Meeting called to order by Pepper at 6:05pm.
  - a. Present: Pepper, Goodmoot, Beglin, Dillon, Spitzley, Beard, Miller, Director Salgat. Absent: Deardorff
2. Public Comment: none.
3. Motion by Miller, supported by Beglin, to approve the agenda as written. Ayes all. Carried.
4. The minutes from the previous board meeting (February 28, 2024) were reviewed. Motion by Miller, supported by Goodmoot, to approve the meeting minutes as written. Ayes all. Carried.
5. The treasurer's reports were reviewed. Motion by Spitzley, supported by Beglin, to approve the reports and pay the monthly bills in both reports. Ayes all. Carried.
6. Librarian's Report:
  - a. There was an electrical incident in the library, and the staff was able to use the Emergency binder and make good, appropriate choices to get through the situation. By the next morning, an electrician fixed the problem. Lakewood Kinderstart and Kindergarten classes visited the library in March, and they were excited to visit. Many services have been used and over 40 patron cards have been issued in the last two months.
7. Old Business:
  - a. No news to share.
8. New Business:
  - a. Policy Review: Circulation
    - i. Motion by Beglin, supported by Goodmoot, to approve the revision of the *Circulation Policy* as discussed. Ayes all. Carried.
  - b. Policy Review: Emergency
    - i. Policy reviewed without changes.
  - c. Policy Review: Gift Donations
    - i. Policy reviewed without changes.
  - d. Policy Review: Library Programs
    - i. Motion by Beglin, supported by Beard, to approve the revision of the *Library Programs Policy* as discussed. Ayes all. Carried.
  - e. Certificate of Deposit: PFCU - Matures May 9, 2024
    - i. Motion by Spitzley, supported by Beglin, to authorize Director Salgat to surrender the balance of the PFCU CD at maturity (issued in the form of a cashier's check) and transfer the entire balance to the LMCU Certificate of Deposit. Ayes all. Carried.
  - f. Certificate of Deposit: LMCU - Matures May 1, 2024
    - i. Motion by Beglin, supported by Goodmoot, to authorize Director Salgat to roll into a new CD at LMCU. Ayes all. Carried.
  - g. Union Bank Money Market Account
    - i. Motion by Goodmoot, supported by Dillon, to authorize Director Salgat to transfer \$150,000 into two separate Union Bank 91-day CDs (\$75,000 each). Ayes all. Carried.
  - h. Director's Contract Renewal
    - i. Motion by Pepper, supported by Goodmoot, to renew the Director's contract effective March 1, 2024 thru March 1, 2025, with suggested changes based on discussion. Ayes all. Carried.
9. Friend's report
  - a. The Friends are having a program this Saturday with a special guest (Bird House presentation), and they are very excited to put this on for the community.

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10. Motion by Beglin, supported by Miller, to adjourn the meeting at 7:16pm. Ayes all.  
Carried.

Respectfully submitted,

Emily Spitzley - Secretary