

Agenda for the
Baxter Public Library Meeting
November 5th, 2024

1. Call to order @ 5:00 April, Barb, Robert, Channie Present
2. Agenda approved AK (BS) 3-0
3. Minutes approved RY(BS) 3-0
4. Librarians Report
 - Checkouts 980, slight increase from last month and last year
 - Successful Halloween costume drive and Halloween Party (78)
 - 21 childrens programs with 299
 - 4 adult programs 33
5. Old Business
 - a. Endorsement/ Platform change update:
 - Plat form is up but the certification is not
 - Graduated salary bump up according to progress for certification
 - Motion to approve full salary for library director \$18.50/hr, CM will continue to update certification progress monthly AK(BS)
 - Motion passed 4 ay - 0 nay
 - RY encouraged CM to continue pursuing training
 - b. Dolly Parton Imagination Library
 - CM following up on how we might collect donations
 - CM will ask if they are looking for a specific amount, how to collect it and who to gove the \$ to
 - Possible Fundraising: Puzzle Night
 - c. Meeting Room Policy
 - Leah asked to remove the rental fee as we do not have for profit groups wanting to rent the space
6. New Business
 - a. Chapter 2: A Culture of Learning
 - CM can share workday learning opportunities (5 hours required by trustee)
 - 15 minutes handbook training per meeting count towards training
 - b. By Laws
 - c. Budget Review:
 - On track.
 - In most cases we are at 33%
 - office supplies a little high because sharges that wuill be due in June are included.
 - Formal Budget review will be in December
 - Adds an increase of \$1800 wages and \$400 summer reading and \$100 training

-Removes postage

d. Director evaluation

Self Evaluation

Trustee Evaluations will be emailed to Trustees to be completed in November and returned at the December meeting

e. Annual Survey Report has been completed by librarian

7. Bills

a. City Bills motion to approve city bills (BS)RY 3-0 passed

8. Public Comments

9. Agenda for December 3rd Meeting

-Meeting Room Policy

-Formal Budget Review

-Finalize Director Evaluations

-Website: CM is updating out of date information
Platform:

10. Adjourn 5:43

Motto: Read Learn Grow

Mission Statement: The library is a place for people to come together to learn and grow. It is a place for all patrons to have access to print and digital resources.