

SIDNEY MEMORIAL PUBLIC LIBRARY
MEETING OF THE BOARD OF TRUSTEES

Tuesday, March 12TH, 2024
4:30 P.M.
Sidney – Smart Community Room

TRUSTEES: DAVE DEWEY, SUE RUESTOW, PAMELA GILBERT, EMELINDA GRONWALL, NANCY
HORNUNG, MARY JANE PLUMMER, PAT SMITH

AGENDA ITEMS

- 1. CALL TO ORDER**
- 2. EXECUTIVE SESSION AND RETURN TO PUBLIC SESSION**
- 3. STAFF CONVERSATIONS – MICHELLE / SUE**
- 4. MINUTES OF FEBRUARY 13TH MEETING**
- 5. CORRESPONDENCE**
MARCH NEWSLETTER
FINAL AUDIT REPORT FROM INSERTO & CO.
EMAIL FROM LUKE HALBERG, MUNICIPAL BANKING OFFICER AT
COMMUNITY BANK RE: SHORT TERM CD / MONEY MARKET RATES
NOTES FROM 4CLS DIRECTOR'S CALL
- 6. PUBLIC COMMENT FROM THE FLOOR**
- 7. FINANCIAL AND STATISTICAL REPORTS**
GIFTS
RECEIPTS
STANDARDS
DISBURSEMENTS
BOARD CLAIMS
ONGOING FUNDING DISCUSSION
POTENTIAL USE OF SHORT TERM CDs FOR INVESTMENT PURPOSES
VOTE ON APPROVAL OF FINAL AUDIT
- 8. PERSONNEL**
AGENDA FOR 3/22/2024 STAFF DEVELOPMENT DAY.
SOME SICK TIME HAS BEEN TRANSFERRED FROM SEVERAL STAFF
MEMBERS TO ANOTHER STAFF MEMBER
- 9. COLLECTION DEVELOPMENT**
BEGAN WEEDING AT MASONVILLE
ONGOING PURCHASING AND WEEDING AT SIDNEY
- 10. BUILDINGS AND GROUNDS**
REVIEW RECOMMENDATION FROM PRINCIPLE DESIGN AND ENGINEERING
FOR HVAC PROJECT
VOTE ON ACCEPTANCE OF BID FOR THE HVAC PROJECT

C & H COOLING AND HEATING CAME IN TO REPLACE A FAILED BOILER
COMPONENT COVERED UNDER WARANTEE
McGEE ELEVATOR WILL BE CONDUCTING AN ANNUAL LOAD TEST ON 3/27

11. POLICY DEVELOPMENT

REVIEW OF EMERGENCY PROCEDURES
RECOMMENDATION FROM SUE WEIBEL TO HAVE STAFF SIGN OFF ON
POLICIES PERTAINING TO PULIC SERVICE / LIBRARY OPERATING
PROCEDURES ANNUALLY (IN JULY)
VOTE ON APPROVAL OF FIXED ASSET CAPITALIZATION POLICY
RECOMMENDED BY THE AUDITORS

12. UNFINISHED BUSINESS

IMPLEMENT HVAC REPLACEMENT

13. NEW BUSINESS

14. FRIENDS OF THE LIBRARIES

15. OTHER

DIRECTOR'S REPORT

16. ADJOURNMENT

NEXT MEETING:

- ❖ APRIL 12TH, 2024 AT 4:30 PM. LOCATION WILL BE AT SIDNEY SMART COMMUNITY ROOM.