

Wells Branch Community Library Board
April Minutes

Call to order at 7:00pm with a quorum. Trustees present were: Faye Cormier, Jill Traffanstedt, Ralph Simon, Wanda Holcombe, and Matt Sims. Also present was library director Donita Ward and auditor Gary Davis.

Reports:

1. Auditor Report

- a. We are in great financial shape.
- b. Gary discussed the two audit adjustments made. \$15,723 of tax revenues has been showing up for 9 years so that was corrected.
- c. Also, 2 checks payable were posted in the wrong year, and Karen has already remedied this. Wrong year because the checks were written in December/January.
- d. Pg 24 of the audit report showed the proposed budget and the amended agenda. We paid an additional \$100k on our debt payments on top of what we budgeted. 132% of our annual operating costs is covered with income. The industry average is around 25%, so we well exceed that. If we stay at this rate, we could pay off the loan by end of the year or beginning of next year. It would free up almost \$90k per year that go toward debt payments.
- e. We have almost 4 times the money that Bank of America requires for us to have to maintain our mortgage on the building.
- f. Ralph made a motion to accept the auditor's report. Matt seconded it, and it passed unanimously.

2. FOL report:

- a. Should have calendars ready for citizen input soon and hope to sell the calendars on Labor Day Weekend for Casino night at the park, national night out, and other Wells Branch MUD activities.
- b. They have around \$5,482.86 in the bank.

3. Director's report:

- a. we now have a defibulator and the entire staff is trained on it and they are also CPR certified.
- b. *The board agreed to add Donita Ward (Executive Director) onto the checking accounts for emergency situations.*
- c. Hoopla is taking off and the document station is really taking off.
- d. Matt moved to accept the report agenda, Jill seconded, passed unanimously.

Action items:

1.1

Donita is going to try to get 3 proposals for landscaping before the next board meeting.

1.2

We are going to get rid of the storage shed b/c we don't use it anymore b/c we don't do our own landscaping.

1.3

will replace lighting about the circulation desk.

1.4

postpone

1.5

get proposals for signage

1.6

we are going to frost the windows

1.7

on hold. No quote yet and need to decide if we want to lower shelves

1.8

purchase of a digital sign is on hold until the soccer field is up and running.

1.9

on hold until the weeding of unpopular books is finished.

1.10

yes on aggressive weeding of unpopular books.

1.11

postpone.

Matt moved to accept the agenda as discussed. Jill seconded. Passed unanimously.

Trustee items:

Next meeting is June 14th at 630pm.

Faye moved to adjourn at 8:37 pm, Matt seconded, passed unanimously.