WELLS BRANCH COMMUNITY LIBRARY

Board of Trustees Minutes

Thursday, April 4, 2024

Meeting was held in person at the library and was called to order at 7:05PM. Attended by Board Members: Matt Bucher, Jennifer Christmas, Abbie Joffrain, Derek Mahnke, and Jane Marawar; Library Director Donita Ward; Gary Davis.

Board attendance constituted a quorum.

Reports:

1. Secretary report consisting of minutes from the January meeting posted on Wells Branch Library website.
2. Treasurer’s reports consisting of documents posted on Wells Branch Library website.
3. Director’s reports consisting of documents posted on Wells Branch Library website. .
4. Friends of Library- FOL no report.
5. Architecture/Expansion Committee- motion to move report to action items by Jennifer; 2nd Matt Bucher, unanimous approval..

Reports approved by motion from Matt Bucher, 2nd Derek Mahnke, unanimous approval.

Action Items:

1. Annual Financial and Audit report delivered and presented by Gary Davis.

Motion to accept financial reports by Matt Bucher, 2nd Jennifer Christmas, unanimous approval.

1. Action on retaining services of HDL for tax administration services- Cost is $4800/year +35% finders fee of any funds not previously recovered. The amount of time that this service would replace is 2 hours per week or 96 hours/year. Retaining these services would allow library employees to focus on library services and day to day business.

Motion to hire and retain services of HDL for 12 months, and review value before next contract by Derek Mahnke, 2nd Jane Marawar, unanimous approval.

1. Facility expansion and renovation- the committee conducted a furniture fit meeting with 720 design. There were some areas that a final decision was not made, and an agreement not reached by committee members. Jennifer Christmas recommended bringing a community member to review the most recent plans from the committee/720 design and provide feedback.

Recommendation from Matt Bucher for the committee to invite a community member to review most recent plans, meet with 720 and have final decision and cost breakdown by June to present to the board.

Trustee Items