WELLS BRANCH COMMUNITY LIBRARY DISTRICT

Board of Trustees Minutes

January 9, 2025

Meeting was held in person at the library and was called to order at 7:01 p.m.

Attended by Board Members:  Matt Bucher, Abbie Joffrain, Derek Mahnke, and Trustees-elect Jennifer Klein and Elizabeth Martin; Library Director Donita Ward

Board attendance constituted a quorum.

No citizen comments

Reports:

1. Secretary report and minutes submitted by Jennifer Christmas.
2. Treasurer’s reports consisting of documents posted on Wells Branch Library website, submitted and presented by Derek Mahnke.
3. Director’s report was posted on the website.  Donita Ward specifically called attention to the upcoming page-turn meeting with 720 Design. This meeting will be posted officially so that multiple trustees may attend. New app available to patrons – Boundless. We are out of shelf space in the kids’ section.
4. Friends of Library- no report
5. Architecture/Expansion Committee- report tabled until after new trustees sworn in.

Motion to accept all reports that were posted online by Derek Mahnke, 2nd by Matt Bucher, unanimous approval.

Consent Items

Motion to table consent items until later in the meeting Matt Bucher, Derek Mahnke seconded, unanimous approval.

Action Items:

1. Trustees Jennifer Klein and Elizabeth Martin officially sworn into office at 7:22p.m.
2. Trustees selected for officers: Abigail Joffrain, President; Derek Mahnke, Vice President; Jennifer Klein, Treasurer; Matt Bucher, Secretary; Elizabeth Martin, Parliamentarian. Matt Bucher moved and Derek seconded to adopt new roles, motion passed unanimously.
3. Discussion of Friends of Library liaison role – trustees to rotate attending FOL meetings
4. Change signers on bank account – need to go to the bank to add new Treasurer, Jennifer Klein to account.   
   Signers on the bank account should be: President – Abigail Joffrain, VP Derek Mahnke, and Treasurer – Jennifer Klein. Derek Mahnke moved to update signers on account and Matt Bucher seconded the motion, motion passed unanimously.
5. Architecture/Expansion Committee report – Fransen Pittman selection as Construction Manager at Risk; will be at page turn meeting on 1/15/25. The board appointed Derek Mahnke to the Architecture/Expansion Committee. The library will host a community input meeting on March 9 to discuss the expansion and renovation.
6. Motion to amend Wells Branch Community Library District bylaws to remove Article V Section 1(e) stipulating that the Director must live within the district. Derek moved and Elizabeth seconded to remove Article V Section 1(e). Motion passed unanimously. Updated bylaws to be posted online.
7. Consent items previously tabled: review Trustee Code of Behavior. Derek moved and Elizabeth seconded to approve the updated Trustee Code of Behavior. Motion passed unanimously.

Trustee items

* Future agenda items: Matt requested to add graphic design and rebranding to the next meeting agenda
* Trustees are requested to send updated bio information to Donita Ward for posting on the website
* Date of the next meeting set for February 25 at 7pm
* Audit meeting scheduled for April 8 at 7pm

Meeting adjourned at 8:41 p.m.

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Matt Bucher Date Abigail Joffrain Date

Secretary President