

Philipsburg Library Board
Regular Monthly Meeting
December 4, 2024 11:00 AM

Call Meeting to Order

Attendance:

Public Comment: Anyone may make public comment at this time regarding items not on the agenda.

Approval of Minutes: October 30, 2024 Board Meeting

Clerk's Report: Dorene Pfendler
Approval of Financials/Warrants:

Librarian's Report: Gina

Technology Report: Kristen

Chamber Report:

Friend's Report:

New Business

- 2025 Fundraising PLAN/TIMELINE-
 - Please be prepared to report on your task for the month
- Policy-our goal is to complete all policy review by December, 2024-we are on schedule, except for these last policies that are on first reading. After we accept on second reading in January, the policies will be completed and hard copies passed out at the February meeting!
 - **First Reading**-Library Directory, Evaluation of Employees, Assistant Librarian, Library/Technology Support Clerk, Library Clerk, Library Program Manager
 - **Second and Final Reading**-Volunteers, Librarian Code of Ethics, Emergency/Disaster,
- Request to Friends for first postcard payment-\$235.62
- Board Training Hours Clarification-1/3 hours completed. Would anyone be interested in gathering to watch a webinar on "Connecting with Local Government?" It is a series of 3, and each is one hour. If at least 3 of us could get together to watch, then we could cover another hour of our required time. This would be good to watch before our strategic planning session in January.
- Expansion Requests-Gina will discuss in more detail her ideas for expansion. These requests will be incorporated into our Strategic Planning Session.
- 2025 Strategic Planning-We need to schedule our 2025 planning session. This planning session usually takes about 2 hours.

- Friends Meet and Greet for Yule Night (Dec. 13) and PINT NIGHT for postcard kickoff- Jan. 9-Mark your calendars!

Old Business:

- Request to Friends for mortgage payments and payment of principal-completed
- 2024 Strategic Plan-update/completion status
- Basement Offices-We still have two office spaces available. Please spread the word!
- Next meeting date: January____, 2025.

CLOSED SESSION

- The Board will go into closed session to review all 2024 employees' performance evaluations: GV, LC and KV.

ADJOURN