

Philipsburg Library Board
Regular Monthly Meeting
January 29, 2025 5:00 PM

Call Meeting to Order

Attendance:

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

Approval of Minutes: Dec. 4, 2024 Board Meeting

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

Librarian's Report: Gina

Technology Report: Kristen

Chamber Report:

Friend's Report: Please bring report tracking number of donors for January!

New Business

- 2025 Fundraising-Off to a great start! Pint Night, Jan. 9 was a great success.
 - Keeping it Alive! Month to Month Activities?
- Policy- After we accept on second reading in January, the policies will be completed (except bookkeeping clerk description) and hard copies sent out prior to February meeting! PLEASE read over carefully and send any errors/questions/mistakes to Sue prior to Feb. meeting.
 - **First reading**-Bookkeeping Clerk
 - **Second and Final Reading**-Library Director, Evaluation of Employees, Assistant Librarian, Library/Technology Support Clerk, Library Clerk, Library Program Manager
- Request to Friends for last postcard payment
- Board Training Hours Clarification-1/3 hours completed. We had to cancel our January training. Can we try for a new date?
- Program Manager-amount of time needed, resources necessary, advertising timeline
- 2025 Strategic Plan-Motion to approve if everyone is happy with the 2025 Plan
- Silent Auction-August, 2025
 - Tracking Form for donations needs to be simplified to a one-page document
- Basement Office-we rented Office Space B for 3 months, with an opportunity to continue the lease on a month to month basis if needed.
- By-Laws-We will be reviewing Articles I (Library Board of Trustees) and II (Officers, Powers, Duties, and Vacancies) of the by-laws. Please look over before the meeting!

Old Business:

- Silent Auction, 2024-Do we want to use money from the 2024 silent auction to pay down the mortgage some more?
- Surveys-For those of you who weren't able to make it to the Strategic Planning Session, we will share survey results again at this meeting.
- Performance/Compensation Raises-letters sent to employees
- 2025 Strategic Plan-update/completion status
- Basement Offices-We still have one office space available. Please spread the word!
- Next meeting date: February____, 2025.

ADJOURN