

## Deer Creek District Library – Regular Board Meeting, Monday, March 4th, 2024

**Call to Order** – President Annette Brehmer, called the meeting to order at 6:03.

**Roll Call, record present and absent members** – In attendance were board members Annette Brehmer, Betty Rock, Bev Potts, Linda Brown, Linda Staley, Shea Kamp and Brenna McGahan. Library Director, Jeremy Hunter, and staff member, Arla Ozment, were also in attendance.

**President's Report** – None

**Secretary's Report** – The minutes for the regular February 5th, 2024 board meeting were reviewed and approved on a motion made by Bev Potts, seconded by Shea Kamp, all in favor. The minutes for the emergency February 6th, 2024 board meeting were reviewed and approved on a motion made by Bev Potts, seconded by Linda Brown, all in favor. The minutes for the special February 15th, 2024 board meeting were reviewed and approved on a motion made by Linda Brown, seconded by Bev Potts, all in favor.

**Correspondence** – Levy verification letter from Woodford County was received. A FOIA request was received. Business call out sheet from the Tazewell county police office was completed. RSA app is fixed. Email from Morton Public Library received concerning Dolly's Imagination Library. Postcard from the American Legion concerning the flag. Verification received that the old credit card was canceled.

**Financial Report** – The CPA's financial reports for February 2024 were reviewed. The Financial Report was accepted on a motion made by Shea Kamp, seconded by Bev Potts, all in favor.

**Library Director's Report** – Jeremy presented the monthly **Director's Report** showing statistical data. Jeremy updated the board on RSA Fee Changes. The website hosting and domain are expiring soon. A motion to stay with DreamHost for 3 more years was made by Linda Brown, seconded by Betty Rock, five in favor, one opposed.

**Unfinished Business – Building & Maintenance** Annette will reach out to a potential cleaner. Rebar is sticking up from the parking blocks and needs to be addressed. **Summer Reading**- The dates for the Summer Reading Program were finalized and potential events were discussed. Jeremy to reach out to the school to promote Summer Reading.

**Distribution of tasks and duties** for library employees were discussed. **Library Facebook page** – Jeremy has access.

**New Business – HR Source** – Discussed call with consultant. **Debit Card**- tabled for next regular meeting due to time.

**Personnel Policy**- tabled for next regular meeting due to time.

**Other** - None

A motion to adjourn the meeting was made by Bev Potts, seconded by Linda Brown, all in favor. The next meeting is Monday, April 8th, 2024, at 6:00 p.m.

Brenna McGahan, Secretary