

Salina Library Board of Trustees
Meeting Minutes
December 18, 2023

Present: Frank Pappalardo, Adria Ripka, Keith Miller, Kris Nichols, Ken Nichols, Debbie Stack, Jeannine Chubon, Monica Norton, and Jennifer Ranger. Excused: Jo Ann Bohn

1. The meeting was called to order at 7:03 p.m. by President Pappalardo
2. Public Comments: None
3. Minutes from the November 20, 2023 meeting were reviewed. Motion to approve made by Keith Miller, seconded by Kris Nichols. Approved unanimously. Motion carried.
4. Treasurer's Report: The report was presented by Keith Miller. Motion to accept the report for audit was made by Adria Ripka, seconded by Ken Nichols. Approved unanimously. Motion carried. The Board reviewed financial bank statements.
5. Staff Reports:
 - a. Director: The statistical report showed continued growth in computer use, website visits, and number of patrons. The library's first-ever holiday party was a success, with 188 people in attendance and many positive comments. Balance of report is on file.
 - b. Youth Services Librarian: December's Toddlers Tango was the best attended yet. She has been busy weeding the children's non-fiction area as well as teen fiction. Balance of report is on file.
 - c. Digital Librarian Report: The last materials orders for 2023 were completed. Personal technical assistance remains popular. She is learning how to process materials across all sections in the library to enable her to serve as a back-up to the staff person who typically handles this work. Balance of report is on file.
6. Old Business:
 - a. Director Chubon shared that the 2024 Budget previously reviewed and approved by the Board was updated to include the new contract amount from the Town of Salina and additional health insurance costs. Motion to approve the updated 2024 budget was made by Adria Ripka, seconded by Kris Nichols. Approved unanimously. Motion carried.
7. New Business:
 - a. Director Chubon shared that she has the documentation completed for the second phase of the CREST grant. The library will pay for the costs of replacing its 21-year-old HVAC system and then, through the grant, be reimbursed for those expenditures. The documentation included a letter from Keith Miller, as Board Treasurer, confirming the library will commit the funds needed to complete the project.
 - b. Due to the Martin Luther King holiday, the Board's January meeting will be held on January 22, 2024.
8. Committee Reports: None
9. President's Report: None
10. Adjournment: meeting was adjourned at 7:40 p.m.

Respectfully submitted by Debbie J. Stack, Secretary