

Tuesday, February 4, 2025
Library Board Meeting

Library Meeting Room
7:00 pm

1. Meeting Opening

Subject : 1.01 Call to Order
Meeting : Feb 4, 2025 - Library Board Meeting
Type :

Public Content

Item

Background

Recommendation

1. Meeting Opening

Subject : 1.02 Roll Call
Meeting : Feb 4, 2025 - Library Board Meeting
Type :

1. Meeting Opening

Subject : 1.03 Changes/Additions to the
Agenda
Meeting : Feb 4, 2025 - Library Board Meeting
Type :

1. Meeting Opening

Subject : 1.04 Communications/Presentations
Meeting : Feb 4, 2025 - Library Board Meeting
Type :

2. Consent Agenda

Subject : 2.01 Approval of Minutes
Meeting : Feb 4, 2025 - Library Board Meeting
Type :

File Attachments

[December Minutes.pdf \(68 KB\)](#)

2. Consent Agenda

Subject : 2.02 Approval of bills payable

Meeting :

Feb 4, 2025 - Library Board Meeting

Type :

File Attachments

[December invoices.pdf \(2.249 KB\)](#)

[January invoices.pdf \(2.244 KB\)](#)

[January Expenses.pdf \(158 KB\)](#)

2. Consent Agenda

Subject :

2.03 Approval of receipts

Meeting :

Feb 4, 2025 - Library Board Meeting

Type :

File Attachments

[January Revenue.pdf \(152 KB\)](#)

2. Consent Agenda

Subject :

2.04 Cash & Investment Report

Meeting :

Feb 4, 2025 - Library Board Meeting

Type :

File Attachments

[November C&I.pdf \(38 KB\)](#)

[December C&I.pdf \(40 KB\)](#)

3. Reports

Subject :

3.01 Librarian's Report

Meeting :

Feb 4, 2025 - Library Board Meeting

Type :

File Attachments

[Directors Report Dec_Jan 2025.pdf \(25 KB\)](#)

3. Reports

Subject :

3.02 Circulation Statistics/Story Hour
Report

Meeting :

Feb 4, 2025 - Library Board Meeting

Type :

File Attachments

[January circ.pdf \(691 KB\)](#)

[December Circulation.pdf \(694 KB\)](#)

[December Storyhour Report.pdf \(219 KB\)](#)

[January 2025 Children's Stats.pdf \(224 KB\)](#)

4. Discussion/Action Items

Subject : 4.01 Discussion and approval of Fee Proposal with Willett Hoffman

Meeting : Feb 4, 2025 - Library Board Meeting

Type :

Public Content

The Library Director contacted Willett Hoffman to prepare a proposal to upgrade the main floor public restroom located in the 1904 portion of the library. The desired improvements include accessibility, plumbing and fixtures, finish upgrades and ventilation upgrades. Along with upgrading the main floor restroom, they will look at providing upgrades to the lower floor bathroom (Staff) new drywall, paint, flooring and fixtures. The agreement is the first step in applying for a State construction grant in January 2026. The design portion of the proposal will begin in May 2025 (FY26). The remodel of the bathrooms will not take place until FY27.

The Director is requesting the Board the approval the proposal of profession services from Willett Hoffman to upgrade the bathrooms in the 1904 portion of the library a portion and instruct the Board President to sign the proposal.

File Attachments

[Sterling Library Toilet Room Improvements.pdf \(783 KB\)](#)

4. Discussion/Action Items

Subject : 4.02 Discussion and approval of Freedom of Information Act (FOIA) Policy

Meeting : Feb 4, 2025 - Library Board Meeting

Type :

File Attachments

[FOIA Policy.pdf \(1,064 KB\)](#)

4. Discussion/Action Items

Subject : 4.03 Preliminary Discussion of FY26 budget

Meeting : Feb 4, 2025 - Library Board Meeting

Type :

Public Content

Discussion on the amended FY25 budget and proposed FY26 budget. Both budgets will need to be approved at the March Board meeting.

File Attachments

[Draft Revenue Amended Budget FY25 and BudgetFY26.pdf \(42 KB\)](#)

4. Discussion/Action Items

Subject :	4.04 Discussion and update on Bookmobile
Meeting :	Feb 4, 2025 - Library Board Meeting
Type :	