

PARCHMENT COMMUNITY LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
DATE: July 23, 2024

1. **Call to order:** The meeting was called to order by President Heasley at 6:29 pm.
2. **Present:** Penny Beals, Kim Gheen, Robert Heasley, Ruth Layne, Lisa Lysdahl
Absent and excused: Valerie Harris, Nancy Neumann
3. **Acceptance of agenda:**
The agenda received unanimous approval on a motion by Beals with support from Gheen.
4. **Acknowledgment of guests:** At 6:31 pm, there were 2 guests. D. Daniel, J. Clemence
5. **The reading and approval of minutes:** The minutes of the June 26th, 2024 meeting received unanimous approval on a motion by Layne and support from Beals.
6. **Monthly financial report:**

Transfers

\$2,800 to 728 Programming

\$14,000 to 932 Building Maintenance

All transfers will be taken from 995 Additions to Reserve Fund, \$16,800.

Stanley Stevens Endowment

- The balance in our Kalamazoo Community Foundation account as of 6/30/2024 was \$152,486.71, with a net gain of \$940.26.
- Grantmaking available in 2024 is \$26,199.36

The financial report, transfers, and the bills paid in June received unanimous approval on a motion by Gheen with support by Beals.

7. **Public comment:** At 6:38 pm, there were 2 guests.
Comment: No comment
8. **Director's report**
Stannard presented the report.
9. **Monthly statistics report**
Stannard presented the report.
10. **Communications**
There were no communications.
11. **Strategic Planning**
There was no report.

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12. Committee Reports

There were no reports.

Unfinished Business

Item 13 2024-2025 Budget – 2nd Reading

The proposed 2024-2025 Budget received unanimous approval for 2nd reading without change on a motion by Gheen with support by Beals.

New Business

Item 14 Policy Review – Closing Policy – 1st Reading

The policy received unanimous approval for 1st reading without change on a motion by Beals with support by Lysdahl.

Item 15 Policy Review – FOIA Policy – 1st Reading

The policy received unanimous approval for 1st reading with a proposed edit on page 13 with motion by Layne and support by Gheen.

16. Board Comments

No comments

17. Public Comments at 7:13 pm. 2 guest(s).

Comments:

D. Daniel – Go with compassion.

18. Adjournment

Heasley adjourned the meeting at 7:14 pm.

Minutes taken by Lisa Lysdahl, Library Trustee