

# Linwood Community Library Board Special Meeting Minutes: November 11, 2024

## Call to Order

**Board Members present:** Sheldon Wheaton, Lea Chrisman, Melissia Smitka, Aly Evans, Kathy Reno, Chris Mensch

**Staff Present:** Dennis Shelton

**Guests:** Doug Miller

The meeting was called to order at: 6:37 P.M. by Melissia Smitka

## Old Business

- **Policy Update:** Board reviewed final draft of proposed changes to current policy. Starting at page of the new proposed Policy Document revisited page 25, page 26 and restarted at page 30 and ending on page 37 due to the time limit that was established were completed. Suggestions were presented and changes agreed upon for final approval to be obtained at a later date.

## New Business

- **December Board Meeting Date:** Chris moved to set the December Board Meeting on December 30 starting at 7 P.M. due to the 4<sup>th</sup> Tuesday falling on Christmas Eve. Sheldon seconded. Motion carried 6/0.
- **Security Benefit Administration:** Dennis informed the Board that Security Benefit sent paperwork to be distributed to active participants in the Library's Plan. Unsure of who participants were, a suggestion was made to contact the advisor who services the account.

## Adjournment

**Approval:** Aly moved to adjourn the meeting at 8:55 P.M. Sheldon seconded.  
Motion carried 6/0.

## Next Meeting

The next regular Board meeting will be **Tuesday, November 26, 2024 at 7:00 P.M.**

*Submitted by: Lea Chrisman; Board Secretary*

### Linwood Community Library Board

Melissia Smitka: Chair	(03/2025)
Aly Evans; Vice-Chair	(03/2028)
Sheldon Wheaton; Treasurer	(03/2027)
Lea Chrisman: Secretary	(03/2026)
Kathy Reno	(03/2026)
Chris Mensch	(03/2025)

### Linwood Community Library Staff

Vacant; Director
Jayne Hopkins; Youth Services
Teresa Reetz: Adult Programming/Collection
Amy Rosewicz; Programming Assistant
Susan Henneke: Library Services Specialist
Clara Knipp, Library Services Specialist


Open Position (03/2027) Dennis Shelton; Library Services Specialist-  
Acting Administrator  
Tracy Tygart: Bookkeeper

**Linwood Community Library Board Committees**

**Building & Equipment:** Sheldon Wheaton Lea Chrisman  
**Personnel & Policy:** Melissia Smitka Kathy Reno Chris Mensch  
**Finance:** Lea Chrisman Sheldon Wheaton

*Officer and Committee appointments updated March 26, 2024*

*Library Staff updated October 14, 2024*

 \_\_\_\_\_ 11-26-24

Melissia Smitka, Chairperson Date:

 \_\_\_\_\_ 11.26.2024

Lea Chrisman, Secretary Date: