

Linwood Community Library Board Meeting Minutes: October 22, 2024

Call to Order

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

Staff Present: Dennis Shelton, Tracy Tygart (exited meeting at 7:23pm)

Guests: Doug Miller

The meeting was called to order at: 7:04 P.M. by Melissia Smitka

Consent Agenda *All matters on the consent agenda are considered within one motion and will be enacted by one motion. If an item needs to be discussed, it will be removed from the consent agenda and considered separately.*

Minutes of last month's meeting

Treasurer's Report:

General Fund Checking: As of 09.30.2024 Account Balance was \$371,177.70.

The GF Checking has been reconciled to Xero with balance of \$366,336.85 with difference of \$4,840.85 due to outstanding checks.

Capital Improvement Fund: As of 09.30.2024 Account Balance was \$191,207.89.

The CIF Checking has been reconciled to Xero noting no difference.

Petty Cash Fund: Counted by Amy on 10.21.2024. She stated the balance was \$58.00

Communications for the Board: No communications for the Board

Statistical Report

Approval: Being there were no objections, the consent agenda was approved.

Chris moved to approve the Consent Agenda. Sheldon seconded. Motion carried 5/0.

Financial Report

Public Comments: None

Action Items:

Old Business

- **Policy Update:** Board reviewed final draft of proposed changes to current policy. Starting at page 24 of the new proposed Policy Document and ending on page 28 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.
- **Bond for Treasurer:** Chris moved to secure a bond for the treasurer in the amount of \$10,000.00 per K.S.A. 12-1299. Lea seconded. Motion carried 5/0.

Committee Reports

Building & Equipment: None

Finance: None

Personnel & Policy: Ongoing Policy Revisions

New Business

- **Bills for Payment:** Chris moved to approve bills for payment as presented. Sheldon seconded. Motion carried 5/0.

Adjournment

Approval: Chris moved to adjourn the meeting at 8:47 P.M. Lea seconded. Motion carried 6/0.

