Linwood Community Library Special Board Meeting Minutes: March 5, 2024

Call to Order

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

Staff Present: Dennis Shelton

Guests: Arlene Pritchard, Susie Bennett, Gary Bennett

The meeting was called to order at: 7:00 P.M. by Melissia Smitka

Public Comments: None

New Business

- **Visa Credit Card Payment Due** – Ron moved to approve payment of $146.03 to Visa using check #11139. Lea seconded. Motion carried 6/0.

- **Visa Check Payment Lost in USPS System** – Ron moved to issue a "Stop Payment" for check #11107 in the amount of $180.36, approving payment of $182.12 (includes interest fee) and the "Stop Payment" bank fee to be directly withdrawn from the checking account. Sheldon seconded. Motion carried 6/0.

Adjournment
Approval: Ron moved to adjourn the meeting at 7:14 P.M. Sheldon seconded. Motion carried 6/0.

Submitted by: Lea Chrisman; Board Secretary

Linwood Community Library Board		Linwood Community Library Staff
Melissa Smitka: Chair	(03/2025)	Vacant; Director
Ronald Smith; Vice-Chair	(03/2024)	Jayne Hopkins; Youth Services
Sheldon Wheaton; Treasurer	(03/2027)	Teresa Reetz: Adult Programming/Collection
Lea Chrisman: Vice-Treasurer/Sec	(03/2026)	Amy Rosewicz; Programming Assistant
Kathy Reno	(03/2026)	Nicole Oeschlaeger; Library Services Specialist
Chris Mensch	(03/2025)	Susie Henneke; Library Services Specialist
Open Position	(03/2027)	Dennis Shelton; Library Services Specialist-Acting Administrator
		Tracy Tygart: Bookkeeper

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Linwood Community Library Board Committees

Building & Equipment: Sheldon Wheaton   Ron Smith

Personnel & Policy: Melissia Smitka   Sheldon Wheaton   Kathy Reno

Finance: Lea Chrisman

Officer and Committee appointments updated February 19, 2024

Library Staff updated February 19, 2024

Melissia Smitka, Chairperson   Date: 4-1-2024

Lea Chrisman, Secretary   Date: 4-1-2024