



# Meeting Minutes

## Call to order 6:06 PM

A meeting of the Caledonia Board of Trustees was held at the Caledonia Library on April 28, 2025.

## Attendees

Attendees included Gail Milner, Chris Harris (arrival time 6:55 PM), Karen Yorks, Amy Kreckler, Veronica Callan (arrival time 6:17 PM), Vickie Schneider, Emily Meade, Katie Keller, Brianna Amann, Candy Rogers, and Micki Fox

## Members not in attendance

Members not in attendance included Joan Robinson

## Approval of minutes

March minutes were approved with the following amendment:

The Caledonia division of the Rotary has selected the Caledonia Library as the organization to receive a gift \$1,000.00 from the local club and an additional \$5,000 from the Rotary foundation.

Karen Yorks made the motion to approve. Chris Harris second. Amy Kreckler abstained. All in favor.

## Reports

The Treasurer report was presented by Karen Yorks. The operating fund has \$99,130.12; the building fund has \$178.39.

Karen Yorks made a motion to contact Rhett Clark to see how he wants to take payment on what the library owes on the loan he gave us. Veronica Callan second. All in favor.

Vickie Schneider made a motion to approve the treasurer report. Amy Kreckler second. All in favor.

The Director's report was presented by Emily Meade.

Emily Meade supplied information on options for stable funding. We could place a proposition on the school budget or restructure as an Association District Library. The finance and planning committees need to meet to decide how much would be needed if we go with the proposition on the school budget.

Amy Kreckler made a motion to approve the Director's report. Karen Yorks second. All in favor.

## Old business

Employee Handbook. Chris Harris made edits. The Employee Handbook committee will get together to go over items that need additional information from the board and/or Director.

Petal, Pots, and Pages. Veronica has a meeting scheduled on May 3<sup>rd</sup> to discuss the details of the event. Veronica made a motion to allow Gail Milner to purchase water for the volunteers and get the start-up money for two cash boxes. Vickie Schneider second. All in favor.

Lawn Care. Emily received two quotes for lawn care and snow removal. Rex Milner voluntarily mowed the lawn this week and has offered to continue to mow this year at no charge. Emily Meade brought up the issue of not allowing volunteers to do work that has been a paid position. In addition, she brought up her concern about insurance. Gail Milner said that volunteers are covered under the library insurance. Emily Meade will contact Jacob Starr Enterprises for a third quote. The board decided to table the discussion for now.

Annual Meeting. There are 3 open positions on the Board of Directors. The annual meeting will take place on May 27, 2025 at 6:00 PM.

Veronica Callan made a motion to pause the collection of the \$5.00 membership fee to the Caledonia Library Association for 2025. Chris Harris second. All in favor.

## New business

Key and Access Policy. Emily Meade presented a Key and Access Policy. There was much discussion about who had keys. Gail Milner turned her key into Emily Meade. The policy was not approved by the board.

Agenda Item Request Form. Chris Harris made a motion to eliminate the form. Agenda items can be emailed to Emily Meade. Veronica Callan Second. All in favor.

## Announcements

Gail Milner read a letter she sent to Emily Meade. Gail ended the reading with a resignation at the end of the annual meeting in May. No motion made to accept the resignation.

Karen Yorks made a motion to adjourn at 7:55 PM. Chris Harris second. All in favor.

The next board meeting is scheduled for May 27, 2025 at 7:00 PM.

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Secretary

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Date of approval