



Library Board Trustee Meeting Minutes

August 21, 2024

Trustees

Jeffery Kohler – Chair

Destinie Hart – Vice Chair
Treasurer

Laura Knutson -

Megan Larsen – Trustee

Josh Cummings - Trustee

Meridian Cherry Lane Library
1326 Cherry Lane
Meridian, ID 83642
Conference Room

Budget Hearing

Trustees present: Trustee Kohler, Trustee Larsen, Trustee Cummings

Staff present:

Nick Grove, Library Director; Dan P., Executive Assistant; Holly D., Administrative Assistant; Ema B., Finance & Accounting Manager; Jason S., AD of Operations; Vassil I., AD of Branches

AGENDA ITEMS

1. **Call to Order: 6:45pm**
2. **Presentation of proposed Amened FY24 and Proposed FY25 Budgets [DISCUSSION ITEM]**
 - a. Director Grove and Finance Manager Brenneman presented the amended FY24 budget and proposed FY25 budget. Trustee Cummings asked about the six month reserve in the general fund and whether it has hit the \$4 million goal. Manager Brenneman said the audit reported it as \$3.9 million. The account is also yielding a 5% return as of right now, about \$200,000. Trustee Larsen asked for clarification on the fund balances in capital repair. Manager Brenneman said that balance reported is prior to the Cherry Lane renovations. Director Grove said it also takes the financing for the new Pinnacle branch into account
3. **Public Comment – no public comments**



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Regular Session

Trustees present: Trustee Kohler, Trustee Larsen, Trustee Cummings

Staff present:

Nick Grove, Library Director; Dan P., Executive Assistant; Holly D., Administrative Assistant; Ema B., Finance & Accounting Manager; Jason S., AD of Operations; Vassil I., AD of Branches

AGENDA ITEMS

1. Call to Order: 7:03pm

2. Public Comment

3. Consent Agenda [ACTION ITEM]

- a. Regular Meeting Minutes, July 17, 2024
- b. Special Meeting Minutes, July 24, 2024
- c. Special Meeting Minutes, August 7, 2024
- d. 2025 Holiday and Closures

Motion to approve: Trustee Larsen

Second: Trustee Cummings Vote: All in favor

4. Financials [ACTION ITEM]

- a. Approval of June Financial Reports
- b. Disbursement approvals
 - i. Trustee Larsen asked about a payment for sorter maintenance. That payment was for regularly scheduled maintenance. Chair Kohler thanked Finance Manager Brenneman for her work on the budget and the staff who helped.

Motion to approve: Trustee Cummings

Second: Trustee Larsen Vote: All in favor

5. Approve fiscal year budgets [ACTION ITEM]

- a. FY24 amended budget

Motion to approve: Trustee Larsen Second: Trustee Cummings Vote: All in favor

- b. FY25 budget

Motion to approve: Trustee Larsen Second: Trustee Cummings Vote: All in favor

6. Salary Schedule [ACTION ITEM]

-Changed Lynx administrator to line 12

Motion to approve: Trustee Larsen Second: Trustee Cummings Vote: All in favor

Trustees

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Destinie Hart – Vice Chair
Treasurer

Laura Knutson -

Megan Larsen – Trustee

Josh Cummings - Trustee

7. Director Updates

a. Director's monthly report

- i. Director Grove provided the monthly update, highlighting recent personnel changes as Pinnacle prepares to open. MLD Foundation's work with the Mystery Book Club, and the addition of nearly 4,000 materials in preparation for Pinnacle's opening. The Cherry Lane branch hosted a blood drive with help from the American Red Cross. Silverstone had more than 500 participants in a passive youth scavenger hunt. UnBound continues to find new ways to partner with local businesses. Trustee Larsen asked about the total number of cardholders in MLD. Director Grove said he does not have that number right now, but it was a topic of conversation earlier today among staff and that number will be available soon.

8. South Meridian Branch Updates **[DISCUSSION ITEM]**

- a. Director Grove said Silverstone's last day will be August 31. Pinnacle's grand opening is scheduled for September 30. In the coming weeks, the COP funding and purchase and sale agreement will be finalized for Pinnacle. Professional movers will help move the collection from Silverstone to Pinnacle. The Foundation will be hosting a fundraising event at Pinnacle before the opening. Chair Kohler noted that he was very impressed with the new Pinnacle branch when he toured it last week.

9. Future agenda items **[DISCUSSION ITEM]**

- Workshop on Sept 4
- Details for the COP financing
- Board liaison for cherry lane remodel Trustee Cumming
- Policies & Job Description review will pick up again next month

10. Adjournment: 7:23pm

The next regular Library Board Meeting is scheduled for 7:00pm, September 18, 2024

RESPECTFULLY SUBMITTED AND APPROVED



Nick Grove, Director



Jeffery Kohler, Board Chair