

**Hamilton North Public Library–Board of Trustees Meeting Minutes  
October 26, 2025, at 6:30 p.m. HNPL Meeting Room A/B**

- I. Call Meeting to Order
  - A. Call to order by Julie Davis at 6:30 pm.
  - B. Members present: Julie Davis, Michael Morris, Susan Sparks, and Scott Miller.
  - C. Members absent: Kini Magdun, Kelly Wuerch, and Beth Roberts.
  - D. Others present: Staci Treece (Director), Gregg Williamson (Assistant Director), Natalie Strader (Bookkeeper), Michael Bloom (Maintenance) and Jenn Crusenberry (Circulation Manager).
  
- II. Review the Agenda (Exhibit 1)

The agenda was reviewed.
  
- III. Approval of the Board Minutes for the September 25, 2025 Regular Meeting (Exhibit 2).
  - A. Motion to approve the minutes was made by Susan Sparks.
  - B. Seconded by Michael Morris.
  - C. Motion carried by a vote of 4/0 (all voted Aye).
  
- IV. Public Participation: Emily Millsaps was in attendance and is later on the agenda
  
- V. September 2025 Financial Report -- Approve Report and Payment of Bills (Exhibits 4-5)
  - A. Natalie’s financial items of note are attached as Exhibit 4.
  - B. Motion to pay the September bills and approve the September Financial Report was made by Michael Morris.
  - D. Seconded by Susan Sparks.
  - E. Motion carried by a vote of 4/0 (all voted Aye).
  - F. Board members signed the voucher register summary.
  
- VI. Director and Department Reports (Exhibit 6)

Staci said that the Storytime activities at CCC have been successful. There were 123 people at the literacy night at the school.

Jenn reported that the library had 7,000 circulations and that transits are very active She said people don’t seem to be missing the lack of fax service. Scan to email is being used as an alternative.

Gregg reported that our book vendor, Baker and Taylor has gone out of business. All of our back ordered titles are being cancelled. Staci and Jackie are using Amazon to get the books we need.

Staci reported that there were 13 youth programs in September. The library craft bazaar will be held November 29<sup>th</sup>. Eight people are scheduled to set-up from 10-2.

Mike reported much of his time was involved with the renovation project. There continues to be problems with the boilers.

Plans for the annual Food for Fines activity was discussed and there were no objections noted.

## VII. Old Business -

### A. Renovation Updates

1. The vinyl base that will be used in lieu of the wooden baseboards is not going to cost the library anything. It was part of the original bid. A wall in the Children's Department fell due to not being properly anchored. There will be groups of volunteers to help when it comes time to move back into the main library. We are hoping for the middle of November. There was further discussion of the efforts to put things back together.

## VIII. New Business

### A. New Board Member

1. Emily Millsaps introduced herself. She will receive an appointment from the school board. Her first official board meeting will be December 2025.

### B. Adoption of the 2026 Budget

1. Motion to approve the 2026 budget made by Michael Morris.
2. Seconded by Susan Sparks.
3. Motion carried by a vote of 4/0 (all voted Aye).

### C. Adoption of the Petition to Appeal for an Increase Above Maximum Levy

1. Motion to approve petition to increase max levy made by Susan Sparks.
2. Seconded by Michael Morris.

3. Motion carried by a vote of 4/0 (all voted Aye).
- IX. Looking Ahead: The next Board Meeting is November 20th at 6:30 pm in Meeting Room A/B. The staff Christmas Party will December 11<sup>th</sup> in the Jenkins Room.
- X. Meeting Adjournment
- A. Motion to adjourn made by Scott Miller.
  - B. Seconded by Susan Sparks.
  - C. Motion carried by a vote of 4/0 (all voted Aye) at 7:15 pm.