

Hamilton North Public Library–Board of Trustees Meeting Minutes

August 21, 2025, at 6:30 p.m. HNPL Makerspace

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, Kelly Wuerch and Scott Miller.
- C. Members absent: Beth Roberts, Kini Magdun.
- D. Others present: Staci Treece (Director), Gregg Williamson (Assistant Director), Natalie Strader (Bookkeeper), Michael Bloom (Maintenance).

II. Review the Agenda (Exhibit 1)

The agenda was reviewed. Item C was added to the agenda under Old Business for a discussion of the 2026 Budget.

III. Approval of the Board Minutes for the July 17, 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 5/0 (all voted Aye).

IV. Public Participation: None

V. July 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 July bills and approve the July Financial Report was made by Michael Morris.
- D. Seconded by Kelly Wuerch.
- E. Motion carried by a vote of 5/0 (all voted Aye).
- F. Board members signed the voucher register summary.

VI. Director and Department Reports (Exhibit 6)

Staci said that numbers were still good despite ongoing renovations.

Website stats are up. The knitters and art groups are still meeting but offsite. So far public reaction to our move to the Jenkins room is mixed. Children's programs are not operating during August, but there will be offsite locations.

There continues to be problems with faxing. We had 50 hours of volunteer help. Summer Reading was very successful.

Gregg reported that the weeding of Adult Fiction is complete. The library has changed their transit service from five days to three days.

Maintenance: Mike reported 11 days with one boiler not working. The tear down for the renovations began July 29th. So far things are on schedule.

VII. Old Business -

- A. Redecorating the Library – Trim choices for kitchen area and children's area were discussed and reviewed. Colors chosen are Cinnamon for the kitchen and Snow White for the children's area.
- B. Landscaping – Meticulous Landscaping has been to the library three times. Weed barriers will be provided by Gary Green and installed by volunteers in September and October.
- C. Budget – Revised property tax cap due to changes in legislation. There is a best guess that we will have a \$40,000 short fall in property tax payment from what we have received in the past. The budget the board reviewed in June has been revised. We will not be receiving a grant for Broadband service in 2026. Natalie said that she had pulled money from operating to rainy day to maintain overall budget number we allow to have. We can file an appeal but the results of that won't be available until the end of the year. We must have a quorum of board members for the next two meetings.

VIII. New Business

A. Renewal of Library Market Software–

1. Motion to approve the renewal was made by Michael Morris.
2. Seconded by Kelly Wuerch.
3. Motion carried by a vote of 5/0 (all voted Aye). Motion was made by Michael

B. Replace Library Card for National Library Card Month–

1. Motion to approve free library card replacements was made by Susan Sparks.
2. Seconded by Kelly Wuerch.
3. Motion carried by a vote of 5/0 (all voted Aye).

C. Onit Change Order. Mike can do some of the work. –

1. Motion to accept change orders 1 and 3 made by Michael Morris.
2. Seconded by Susan Sparks.
3. Motion carried by a vote of 5/0 (all voted Aye).

IX. Looking Ahead: The next Board Meeting is September 25th at 6:30 pm in the Makerspace.

X. Meeting Adjournment

- A. Motion to adjourn made by Susan Sparks.
- B. Seconded by Kelly Wuerch.
- C. Motion carried by a vote of 5/0 (all voted Aye) at 7:32 pm.