

Vaughn Public Library Board of Trustees meeting on November 13, 2024

Board members present: Jim Crandall, Sarah Jackson, Clarence Campbell, Michelle Jardine, Megan Robertson, plus Sarah Adams, Director.

The meeting was called to order at 5:30 p.m. by President Michelle.

Motion/second by Clarence/Sarah J. to approve the agenda. CARRIED.

Renovation update: Sarah A. said that the architects are putting together the bid packets for the project. Before they go out for bid there will be a special meeting to go over them before publication. The virtual meeting is tentatively scheduled for November 19<sup>th</sup> at 4:00 p.m.

According to Engberg Anderson the packets should be available on November 26<sup>th</sup> with a return deadline on January 6<sup>th</sup> and an opening on January 7, 2025. The bids will be sent to the City of Ashland.

The director said plans for moving into the temporary location at the former Beaser School is scheduled for January 13, 2025. The relocated Vaughn Public Library should be open within two weeks .

2025 Budget: Sarah A. proposed that the part time clerk be eliminated in 2025. She will reconfigure the work schedule to spread the work load. She plans to reduce the number of page positions from two to one. She explained that physical checkouts are declining while electronic ones have increased. The remaining page position 10 hours/wk will have increased pay and responsibilities. The move to the different location will most likely change visits to the library, thus facilitating these temporary personnel moves.

After discussion regarding staff retention, motion/second by Sara J./Michelle to give employees a 5% raise in 2025. This increase will bring employees in line with other city employees. Motion/second by Megan/Clarence to approve a budget with expenditures of \$481,861. CARRIED

Board opening: Chapter 43 of the Wisconsin Statutes allows for two rural representatives on the board if so desired. The director will post the opening on social media and in the Ashland Daily Press.

The meeting adjourned at 6:20 p.m.