

Lawrence Public Library Board of Trustees Meeting
Regular Meeting, 7 p.m. at Public Library
May 20, 2025

The Lawrence Public Library Board of Trustees met for its regular monthly meeting. President John White called the meeting to order at 7:00 p.m. Board members present were: Jamie Cox, Joan Brian, John White, and Julie Mieure. Incoming board member present: Bill Richardson. Library director Dianne Brumley was present. Board members absent: Betsy Loeb out of town; Deanna Ratts Boyd in the hospital.

- I. Declaration of Election Results (via County Clerk Will Gibson)
- II. Oath of Office
 - A. President John White administered the Oath of Office to returning members present Jamie Cox, Julie Mieure and new member Bill Richardson. Returning member Deanna Ratts Boyd unable to take oath due to hospitalization.
- III. Election of Officers
 - A. Julie Mieure nominated John White to be president. Jamie Cox seconded. Nominations closed. Motion passed.
 - B. Julie Mieure nominated Jamie Cox to be vice-president. Joan Brian seconded. Nominations closed. Motion passed.
 - C. Julie Mieure nominated Deanna Ratts Boyd (upon swearing in) to be secretary. Jamie Cox seconded. Nominations closed. Motion passed.
 - D. Julie Mieure nominated Joan Brian to be treasurer. Jamie seconded. Nominations closed. Motion passed.
- IV. Committee Assignments
 - A. Finance: Joan Brian, Chair; Bill Richardson, Betsy Loeb
 - B. Building: Julie Mieure, Chair; Deanna Ratts Boyd, Joan Brian
 - C. Operations: Jamie Cox, Chair; Deanna Ratts Boyd, Julie Mieure
 - D. Personnel: Jamie Cox, Chair; Betsy Loeb, Bill Richardson
- V. Recognition of Visitors
 - A. David Weger, Accountant and Steve Anderson (WAKO)
- VI. Approval of Minutes
 - A. Julie motioned to approve the April minutes as presented. Jamie seconded. Motion passed.
- VII. Financial Report
 - A. Accountant's Report—David Weger reviewed April Financial Report
 - 1. E-Rate reimbursement. General Fund is within budget and projected to be in favorable standing at end of fiscal year, June 30th.
 - 2. Building Fund: last payment on HVAC unit \$12,450.00 was made. The fund will be \$7-8,000 over budget but due to the excess in the General Budget, we have a cushion.
 - 3. FICA/IMRF Fund: will be close to budget at end of fiscal year.
 - 4. Working Cash Fund is invested in CD and will mature in July. Larger CD at Casey State Bank was renewed in February this year.

5. We expect approximately \$20,000 in property taxes for a third payment and \$22,000 Per Capita in the next few months.
- B. Claims: No additions. Dianne explained that 80% of monthly internet is reimbursed through E-Rate program (federal). Jamie motioned to approve the claims as presented. Julie seconded. Roll call motion passed.
- VIII. Director's Report—presented by Dianne Brumley
 - A. E-faxing explained. Dianne is exploring alternatives to phone line fax which is a popular service. E-fax with one company is approximately \$40/month with a secure portal and encryption.
 - B. Per Capita Grant is not funded through IMLS (Institute of Museum and Library Services) and will not be affected by Trump Administration funding cuts.
 - C. Tech Grant FY2026: Year Book Digitization: inventory completed and quote obtained from Advantage Archives for approximately \$8,800.00.
 - D. John suggested that members make changes on board contact list and submit to Dianne for her records.
- IX. Unfinished Business—None
- X. New Business
 - A. Dianne proposed revision to Personnel Policy Manual's Holiday Observance, page 5:

"The following holidays are observed as paid holidays, and the Library will be closed on these days [approved holiday list]. Full-Time employees will be paid accordingly (whether hourly or salary) when a holiday falls on their regular working day. Part-Time employees will receive holiday pay for their regular hours when a library holiday falls on a normally scheduled work day." The current policy manual wording is vague. The practice has been that only Full-Time staff are paid holiday pay. Discussion of this being a benefit to help retain staff and attract future Part-Time employees. Bill motioned to accept the revision. Jamie seconded. Roll call motion passed.
 - B. Dianne requested that Erin Ritchey to be added to IMRF. Recently retired IMRF employee Tracey Edgin will not be replaced at this time. Erin has assumed additional duties and would qualify for IMRF. Joan motioned to add employee to IMRF. Julie seconded. Roll call motion passed.
 - C. The board determined that the Non-Resident Card program is not needed for our library because our service area is the entire county. Residents outside the county live closer to other libraries. Non-residents would be required to apply for a card at the closest library. We will continue non-participation.
- XI. Truth-In-Taxation Compliance—not required.
- XII. Other Business—none
- XIII. Executive Session—not required

Submitted by

Joan Brian, Acting Secretary