

**Minutes for the regular meeting of the Ransom District Library Board of Trustees  
May 18, 2021**

Meeting was called to order by President Asselmeier at 7:06 p.m.

**Members Present**

Asselmeier, Gelbaugh, Harter, Keeney, Klein, Parsons  
Director Gröss, Assistant Director Marsh

**Special Agenda Items**

**Consent Agenda**

Minutes of the April 20, 2021 Regular Meeting of the Ransom Library Board  
A motion was made (Gelbaugh/Parsons) to approve minutes as printed. The Board voted unanimously to pass the motion.

**Financial Report**

The Library has received 103% of its budgeted income. Total expenditures are at 72%.

**President's Report**

None

**Director's Report**

As attached

**Committee Reports**

- Budget—met 5/8/21
- Building and Grounds—did not meet
- Building—The parking lot is finished and striped. The puddle that is created in the handicapped parking spots will be corrected. Landscaping is transitioning from maintenance done by the installation crew to the company that will do it on a regular basis. This transition will take place later in the summer.
- Endowment—did not meet
- Personnel—did not meet
- Public Relations—Grand opening set for August 5 at 5:215 p.m.
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corrected to 5:15 pm

**Trustee Comments**

None

**Comments from the Public**

None

**Continued Business**

None

**Nomination of Officers**

Requests for any changes in the officer slate to be made via email to Parsons.

**New Business**

- First Reading of the 2021-2022 Budget
- A motion was made (Parsons/Keeney) to pay the Director a \$7000 bonus in recognition of exemplary service in the construction of the new library and outstanding performance with the bond issue. He is also to distribute \$3000 to the staff that went above and beyond in regard to the aforementioned building project. These funds are to be disbursed in July 2021.

The Board approved the motion unanimously (6-0.)

Next meeting will be June 15 at 6:45 p.m.

Meeting was adjourned (Keeney/Klein) at 8:10 p.m.

Respectfully submitted,

Erin Marsh

Assistant Director

**Board of Trustees Meeting  
May 18, 2021**

**Director's Report**

**Financial**

- At the end of 10 months, we have received 103% of our budgeted income, and we have spent 72% of our budgeted expenditures.

**Administrative**

- I have received renewal numbers for our Priority Health insurance, and they represent a 2.5% increase for the new fiscal year, a lower than normal increase.
- I have requested and received a policy template from our lawyer, Anne Seuryneck, regarding the use of our surveillance cameras. At the next meeting I will present a policy tailored to our building.
- As part of the Library's CARES Grant, we have purchased five chromebook laptops that we will circulate to patrons in the Library building.
- With the help of our municipal advisors, PFM, I am beginning the information gathering for our debt levy calculation.
- We have received the Library's L-4029 form for the 2021-2022 fiscal year. After a Headlee Rollback of .0031, the Library can levy up to 1.4988 mills on a taxable value of 517,549,792 (increase of about 4%).
- The Library is saying goodbye to clerk, Jacqueline Brignall, who has found a job in her chosen field of veterinary science. We have hired a new clerk, Andrew Suddon, who began work on Monday, May 17.
- We have set a date for the Library's Grand Opening celebration, which will be held on Thursday, August 5, at 5:15pm.