

**Minutes for the regular meeting of the Ransom District Library Board of Trustees  
June 21st, 2022**

Meeting called to order by President Asselmeier at 7:00 p.m.

**Members Present**

Asselmeier, Burt, Gelbaugh, Harter, Keeney, Klade, Parsons  
Director Gross, Assistant Director Marsh  
Public: none

**Special Agenda Items**

- Mark Rochford presentation from Baker Tilly
  - Rochford gave the Board information on investing the Library's Operating Reserve.

**Consent Agenda**

- Minutes of the May 17, 2022 Regular Meeting of the Ransom Library Board  
A motion was made (Gelbaugh/Parsons) to approve minutes as presented. The Board voted unanimously to pass the motion.

**Financial Report**

- The Library has received 103% of its budgeted income, and has spent 83% of its budgeted expenditures.

**President's Report**

- None

**Director's Report**

- As attached.
- The Library's debt levy for the 2022/2023 fiscal year will remain at .76 mills.
- Clark Technical Services has provided the Library with an IT inventory list that predicts tech replacement needs over the next five years.
- The Library is partnering with the Jericho Foundation to host a Bosnian student for a six week unpaid internship.

**Assistant's Report**

- The Summer Reading Program held a Pirate Kickoff on 6/9/22. Approximately 400 people attended. Approximately 643 people have signed up for the reading program.

**Committee Reports**

- Budget (Gelbaugh) - did not meet.
- Building and Grounds - Gross and Dahlquist made a list of things that need to be taken care of. The plan is to have someone come out once per year to handle general maintenance.
- Endowment (Klade) - did not meet.
- Human Resources (Parsons) - No Trustee has asked to run for any Board positions; current assignments will remain.
- Policy (Harter) - did not meet.
- Public Relations (Burt) - The Union Enterprise quoted Marsh in an article about the Summer Reading Program.

**Trustee Comments**

- None

**Comments from the Public**

- None

**Continued Business**

- Second Reading of the 2022/2023 Budget: A motion was made (Parsons/Gelbaugh) to accept the budget as presented. The Board voted unanimously to pass the motion.
- Election of Officers: A motion was made (Keeney/Parsons) to keep the same slate of officers, with the addition of Scott Harter as Vice-President. The Board voted unanimously to pass the motion.
  - President: Alan Asselmeir      Vice-President: Scott Harter  
Treasurer: Melissa Gelbaugh      Secretary: Kelly Burt

**New Business**

- First Reading of the "Meeting Rooms" Policy Changes - The Board reviewed the document provided.

Next Meeting: July 19, 2022

Meeting was adjourned (Keeney/Parsons) at 8:04 p.m.

Respectfully submitted,  
Kelly Burt  
Board Trustee

**Board of Trustees Meeting  
June 21, 2022**

**Director's Report**

**Financial**

- At the end of 11 months, we have received 103% of our budgeted income, and we have spent 83% of our budgeted expenditures.

**Administrative**

- With the help of our municipal advisors, PFM, we have determined the Library's debt levy for the 2022/23 fiscal year will remain at .76 mills.
- I met with Dustin Lancaster from Clark Technical Services in the first of what will be monthly meetings to discuss the Library's IT plans. He has provided me with an IT inventory list that predicts tech replacement needs over the next five years.
- The Library is partnering with the Jericho Foundation, a local non-profit that aids young Bosnian students in need, to host Sifet Karalic for a six week unpaid internship. Sifet will join us in mid-July.
- I have received quotes from Acorn Audio for improving the sound system in the Hill Performance Room. The Friends of the Library have requested the addition of lavalier microphones, and we are looking at other potential improvements as well.
- The Summer Reading Program for kids and teens has begun, and this year through the efforts of Analiese Mattson (Head of Patron Services) the Library is also offering a summer reading program for adults.