

**Neuschafer Community Library Board of Trustees
Special Meeting
February 26, 2025 at 4 p.m.
Minutes**

Bailey called the meeting to order at 4:05pm.

Present: Melissa Krause (Director) Martha Bailey, Adam Socha, Lori Schmidt in person; Naomi Peuse and Amanda D’Arcy via phone.

Absent: Norma Hernandez and Rebecca Doyle

Minutes:

- Approve minutes of the January 6 - Bailey made a motion to approve, Socha seconded. Motion carried.
- Motion to approve minutes from meeting on February 3, 2025 - Socha made motion, Bailey seconded. Motion carried.
- Minutes from the closed session meeting on February 7, 2025 were tabled until the regularly scheduled meeting on Monday, March 3, 2025.

Discuss and approve Department of Instruction (DPI) Annual Reports

- Krause and Schmidt reviewed the annual report.
- The report was more difficult than usual due to the LTC grant purchases.
- This year electronic/ digital materials are being included in the “Library Collections” section, for the first time!
- \$3000 difference in operating expenditures line item
 - Schmidt and Krause will review 2023 end of year bank statements to see if that explains the discrepancy.
 - Bradley and Kristin from OWLs weighed in and assured Krause it wasn’t a major flag, but Krause would still like to figure out why the numbers aren’t matching.

Socha made a motion to approve the annual report, allowing edits if new information emerges about the discrepancy, D’Arcy seconds. Motion carried.

Appoint Nominating Committee - Schmidt made a motion to appoint Rebecca Doyle and Norma Hernandez to the nominating committee, Socha seconded. Motion carried.

Appoint Trustee to the Finance Committee - Martha placed this on the agenda because Jaleen was previously on the committee. Schmidt shared that she thought two members on the committee (Bailey and herself) worked well.

- Socha made a motion to *not* nominate a third trustee, Schmidt seconded. Motion carried.

Schedule the next meeting - Next meeting was previously scheduled for Monday, March 3, 2025 at 4pm in the Village Hall.

Socha made a motion to adjourn at 4:40, Bailey seconded. Motion carried.

Respectfully submitted by Amanda D'Arcy