

Monroe Library Board  
March 6, 2025

### **Call to Order & Roll Call**

Present: Nicki Tapps, Beccy Ver Heul, Stacie McCoy, Rachel Purvis  
Staff: Brenda Lanser

### **Approval of Minutes**

Stacie McCoy made a motion to accept the January 8, 2025 and February 5, 2025 minutes. Seconded by Rachel Purvis. Motion carried.

### **Bills and Financial Statements**

The bills and financial statements were presented. A motion to approve payment of the bills ending February 28, 2025, was made by Stacie McCoy and seconded by Beccy Ver Heul. Motion carried.

### **Director's Report**

- Door to Door book delivery is now available within the Monroe city limits
  - Every 2 weeks up to 10 items can be delivered/swapped
- I Spy a Reader
  - Banner ordered for the front desk for summer reading

### **Unfinished Business**

- Crazy 8 Math Club report
  - Kids all really enjoyed the program & the program is wrapped up
  - Invited participants to the library for Spring Break activities
  - Planning to offer the program again in April

### **New Business**

- The Library and its social connection
  - Focusing programming on creating opportunities for the community to connect with and interact with the Library
- Programming ideas
  - Creative Art Workshops
    - 2<sup>nd</sup> Friday of every month at 1pm

### **Public Input**

No public input.

**Next Meeting** will be April 2, 2025 at 4:15 p.m.

### **Adjournment**

The meeting was adjourned by general consent at 5:10 p.m.  
Minutes submitted by Nicki Tapps, Board Secretary

Monroe Library Board  
February 5, 2025

**Meeting conducted via email due to inclement weather**

Parties Included: Nicki Tapps, Beccy Ver Heul, Stacie McCoy, Rachel Purvis, Kristina Cimaglia  
Staff: Brenda Lanser

**Bills and Financial Statements**

The bills and financial statements were presented to each member of the board and signed to signify approval to pay of the bills ending January 31, 2025.

**Director's Report**

- Crazy 8 Math Club update
  - Great patron turn out – 11-14 kids have attended over the last 3 weeks with several on the waiting list
  - 4 weeks left and the group works very well with each other and staff
- Certification completed; Brenda is confirming everything is filed correctly

**Unfinished Business**

- 2 library employees submitted resignation, and applications were accepted for a part time position
  - Both part time staff members will be replaced to ensure the library continues to operate with a team of part time staff.
  - The board agreed \$13 per hour is a fair and appropriate hourly rate
  - Jeanette Vaughn & Claire Niebergal stood out as outstanding applicants
    - Their qualifications, experience and overall character are sure to complement the library culture.
- The board will meet in person in March to review/approve January & February minutes.

**Public Input**

No public input.

**Next Meeting** will be March 6, 2025 at 4:15 p.m.

Minutes submitted by Nicki Tapps, Board Secretary

Monroe Library Board  
January 8, 2025

### **Call to Order & Roll Call**

Present: Nicki Tapps, Beccy Ver Heul, Stacie McCoy, Rachel Purvis, Kristina Cimaglia  
Staff: Brenda Lanser

### **Approval of Minutes**

Stacie McCoy made a motion to accept the December 4, 2024, minutes. Seconded by Kristina Cimaglia. Motion carried.

### **Bills and Financial Statements**

The bills and financial statements were presented. A motion to approve payment of the bills ending December 31, 2024, was made by Stacie McCoy and seconded by Rachel Purvis. Motion carried.

### **Director's Report**

- Planning for summer programming is underway
  - Summer reading theme will be "I Spy a Reader"
  - Getting supplies ordered for take home kits and other activities
  - Foam cannon and a magician have been scheduled
- Certification completed; Brenda is confirming everything is filed correctly

### **Unfinished Business**

- December program recap
  - Crafting event was a success with maximum turnout of children and adults
  - May do separate events for children and adults in the future
  - Tea Party had a great turn out as well
- Crazy 8 Math Club
  - 14 signed up to participate
  - May ask for volunteer assistance to help with the large group
- Disaster documents have all been updated with current information

### **New Business**

- Next year's budget
  - Sent change requests to the city for review
- Trustee training – Chapter 12: Problem Solving and Decision Making
  - Issues should be defined clearly and voted on when applicable
  - Approach every issue with an open mind and discuss all options/alternatives
  - Seek 3<sup>rd</sup> party assistance for legal or specialized advice when needed
- Ashley Miller will be taking a position as the Director of the Knoxville Library; has not given official resignation date yet
- Lighting bid
  - \$1600 submitted by Gritters Electric, Inc.
    - A motion to approve the bid and cover costs using budgeted building maintenance funds was made by Stacie McCoy and seconded by Beccy Ver Heul; Motion carried
    - Will ask the Friends of Monroe to assist in funding a portion of the project

### **Public Input**

No public input.

**Next Meeting** will be February 5, 2025 at 4:15 p.m.

**Adjournment**

The meeting was adjourned by general consent at 5:10 p.m.

Minutes submitted by Nicki Tapps, Board Secretary