

WACL Board Meeting Minutes
January 29, 2024

- I. Call to Order – called to Order at 6:36 p.m.
 - a. Attendance: Mary Ann, Michele, Skip, Erin, Juliana, Zac, Aleks, Kay
 - b. Excused: Bob
- II. Approved of Minutes from last meeting
 - a. Motion to Approve Erin–1st, Kay– 2nd; **Approved unanimously**
- III. Treasurer’s Report and Approval of Financials
 - a. Motion to Approve – Michele– 1st, Erin– 2nd; **Approved unanimously.**
- IV. Director’s Report – Motion to Approve — 1st; 2nd; **Approved unanimously**
 - a. Chris Miller is the newest member of the circulation desk
 - b. Rebecca was nominated for the ALA I Love My Librarian Award
 - c. Winter Programs are up and running
 - d. RAD is paying for the 2024 PC replacement
 - e. The Hillman Family Foundation is helping cover the replacement cost of the Wireless Access Points
 - f. Updates on finance/development and fundraising
 - i. Congrats to Amy, Skip and Mary Ann for all their work on the GEDTF grant we received
- V. Committee Updates
 - a. Governance
 - i. Governance is fine tuning the Succession Plan and it will be sent out via e-mail in preparation for a vote at our next meeting
 - ii. No other comments on the Plan that was circulated prior to the meeting
 - b. Building and Grounds
 - i. Report was covered under the Director’s Report, including the parking lot project, the sign installed in December and the HVAC installation in the event room.
 - ii. Upcoming projects include looking at repairing or replacing back door and keyless entry which has continued to malfunction
 - c. Finance
 - i. Currently have \$350,000 cash – plan to pay \$100,000 on the mortgage and invest \$100,000 in a CD
 - ii. At the March finance committee Joe Pustover will be joining us to provide an overview of our investments and to clarify any questions the Board has.
 - iii. Brief discussion of the current budget
- VI. Old Business
 - a. Motion to Approve Updated 2024 Budget, Mary Ann – 1st, Michele – 2nd, **Approved unanimously**
- VII. New Business
 - a. Succession Planning Workshop Summary – Kay
 - i. Recommendation of 3-5 years, if you know a director is leaving, if not, 12-18 months is doable
 - ii. Recommendation of Director having a desk manual, which covers the director’s role, responsibilities, important information, etc.
 - b. Discuss Draft Succession Plan Vote – this will be tabled until February
 - c. Motion to put \$200,000 into a 90-day CD
 - i. 1st- Erin; 2nd - Kay; **Approved unanimously**
- VIII. Adjournment
 - a. Motion to Adjourn, Michele- 1st, Zac- 2nd; **Approved unanimously**; Adjourned at 7:40 p.m.