

CALL TO ORDER

The meeting was called to order at 5:30 pm by Chair Martin Valadez.

Vice-Chair Ed Frost and Board member Andy Wirkkala were present. Secretary Louise Matzner and Board member Bradyn Leyde attended remotely.

Also in attendance were Executive Director Kyle Cox, Director – Finance Rose Courneya, Director – Information Technology Jon Stuckel, Director – Public Services Jessie Tomren, and Associate Director – Operations Erin Meneely.

APPROVAL OF AGENDA

Ed Frost moved to approve the Agenda as presented. The motion was seconded by Andy Wirkkala and carried unanimously.

APPROVAL OF CONSENT AGENDA

Louise Matzner moved to approve the Consent Agenda. The motion was seconded by Andy Wirkkala and carried unanimously.

Approval of Minutes

The Board approved the Minutes from the meeting of February 18, 2025.

Treasurer's Report

General Fund – \$3,191,649.07

Library Capital Reserve Fund – \$2,835,367.79

Stroh Fund – \$248,338.63

Approval of Payroll & Benefits

The Board ratified the signature of the Board Chair for direct deposits numbers RA-2007842 through RA-2007963 and check numbers 50154-50155 in the amount of \$303,638.50 dated March 10, 2025.

Approval of Accounts Payable Checks

The Board ratified the signature of the Board Chair for Accounts Payable check numbers 66190 through 66320 in the amount of \$563,777.52

Surplus Property

3,394 library materials were declared surplus. The items were worn out, obsolete, or no longer needed.

Bad Debt Write-Off

The Board ratified the signature of the Board Chair for write-off of bad debts covering the period of: 2/1/2025 through 2/28/2025 in the amount of \$4,585.63 and outstanding bad debts for customer balances of less than \$25.00 in the amount of \$276.29. The total bad debt write-off for February is \$4,861.92.

SYSTEM REPORT

Executive Director Kyle Cox provided a brief verbal report to accompany the information provided. He updated the Board on reciprocal borrowing, the Basin City Library grand reopening event, the annual customer satisfaction survey, and the recently issued Executive Order related to IMLS funding.

EDUCATION REPORT – FINANCIAL UPDATE

Director – Finance Rose Courneya provided a brief verbal report to accompany the information provided.

ACTION ITEMS

Professional Services – WAN and Internet Connectivity Contract

Director – Information Technology Jon Stuckel provided a brief report, highlighting the bid process and timeline, bid review, and recommendations. Ed Frost moved the Board authorize the Executive Director to execute a contract with Noanet for Internet and networking services for a term of 5 years. The motion was seconded by Louise Matzner. Following discussion, the motion carried unanimously.

BOARD COMMENTS

Associate Director – Operations Erin Meneely will prepare branch tour itineraries for Board members interested in visit MCL branches around the system in the spring and summer months.

Upcoming meetings are listed below.

- Governance Committee Meeting – April 7, 2025
- Resources Committee Meeting – April 9, 2025
- Services Committee Meeting – April 9, 2025
- Board Meeting – April 15, 2025

ADJOURNMENT

The meeting adjourned at 6:45 pm.

Approved:

Louise Matzner, Secretary