

**CALL TO ORDER**

The meeting was called to order at 5:34 pm by Chair Martin Valadez.

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

Also in attendance were Executive Director Kyle Cox, Director – Public Services Jessie Tomren, Associate Director – Planning & Evaluation Elissa Burnley, Associate Director – Advocacy & Development Sara Schwan, and Associate Director – Operations Erin Meneely.

**APPROVAL OF AGENDA**

Bradyn Leyde 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 April 15, 2025.

Treasurer's Report

General Fund – \$3,318,607.32

Library Capital Reserve Fund – \$2,855,616.77

Stroh Fund – \$250,031.67

Approval of Payroll & Benefits

The Board ratified the signature of the Board Chair for direct deposits numbers RA-2008087 through RA-2008205 and check numbers 50158-50159 in the amount of \$323,539.25 dated May 9, 2025.

Approval of Accounts Payable Checks

The Board ratified the signature of the Board Chair for Accounts Payable check numbers 66442 through 66614 in the amount of \$606,300.00.

Surplus Property

3,502 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: 4/1/2025 through 4/30/2025 in the amount of \$5,390.89 and outstanding bad debts for customer balances of less than \$25.00 in the amount of \$175.01. The total bad debt write-off for April is \$5,565.90.

**SYSTEM REPORT**

Executive Director Kyle Cox provided a brief verbal report to accompany the information provided. He updated the Board on federal and state issues, reciprocal borrowing 2025 first quarter data and recent meeting of the Great Rivers Library Partnership, the upcoming launch of the annual Summer Reading Challenge and new Library of Things collection, and capital projects. Board member Angie Pacheco joined

as the System Report concluded.

#### **EDUCATION REPORT – CUSTOMER SATISFACTION SURVEY**

Associate Director – Planning & Evaluation Elissa Burnley provided a brief verbal report to accompany the information provided.

#### **BOARD COMMENTS**

Board member Louise Matzner thanked Mr. Cox for his continued updates on state and federal issues related to libraries.

Mrs. Meneely reminded Board members of upcoming library tour dates.

Upcoming meetings are listed below.

- Governance Committee Meeting – June 6, 2025
- Resources Committee Meeting – June 11, 2025
- Services Committee Meeting – June 4, 2025
- Board Meeting – June 17, 2025

#### **ADJOURNMENT**

The meeting adjourned at 6:28 pm.

Approved:

---

Louise Matzner, Secretary