**MEETING MINUTES OF THE DIXON PUBLIC LIBRARY BOARD OF TRUSTEES**

**Monday March 11, 2024**

**In attendance:** Director Christina Keasler, Rachel Cocar, Terry Dunphy, Nikki Graff, Nick Haws, Marcella Kitson, Tracey Lawton, Kevin Marx, and Connor Self.

**Absent:** Piper Grazulis

**Meeting Location:** TAD Room, Lower-Level Dixon Public Library

**CALL TO ORDER**

President Lawton called the meeting to order at 5:30pm.

**ROLL CALL**

**AUDIENCE PARTICIPATION**

**Citizens Present:** Diane Kullerstrand

**Citizens’ Comment:** An email from Diane Kullerstrand was read. Diane Kullerstrand also made public comment clarifying some details related to the book sales.

**APPROVAL OF MINUTES:**  Nick Haws made a motion to approve the February 12, 2024, minutes as presented. Connor Self seconded the motion. A voice vote was taken, and the minutes were approved. There were no “no” votes.

The motion was carried.

**COMMUNICATIONS** – None

**DIRECTOR’S REPORT –** Director Keasler reported there was more virtual engagement and having a steady amount of volunteer help. There have been a lot of passive programming options. Staff are working on more live options. Staff are working with a local NASA staff member to plan some programming related to the upcoming eclipse. Jose, the janitor, has been working hard and helping with overall maintenance concerns. The new logo is being developed for use on the new website. The “Book Nook”, where books that are being removed from the collection are able to be purchased, is ready for patrons to look through.

**OFFICERS’ REPORT AND COMMITTEE REPORTS –**

**Committee Reports:**

* **Finance and Budget:** Kevn Marx reported that the CD list is now up to date with expiration dates which are now staged.
* **Building and Grounds:** none
* **Personnel and Salary:** none
* **By-laws, Policies, and Procedures:** none
* **Technology and Technology Resources:** none

**President’s Report:** none

**FINANCIAL REPORTS**

1. Terry Dunphy made a motion to approve the treasurer’s report from January 2024 as presented. Nick Haws seconded the motion.

Terry Dunphy: aye

Nikki Graff: aye

Nick Haws: aye

Marcella Kitson: aye

Tracey Lawton: aye

Kevin Marx: aye

Connor Self: aye

 Rachel Cocar: aye

The motion carried.

1. Marcella Kitson made a motion to approve the Review of Bills for February 2024. Nikki Graff seconded the motion.

Terry Dunphy: aye

Nikki Graff: aye

Nick Haws: aye

Marcella Kitson: aye

Tracey Lawton: aye

Kevin Marx: aye

Connor Self: aye

Rachel Cocar: aye

The motion was carried.

1. Nick Haws made a motion to approve the Financial Statements from February 2024 as presented. Nikki Graff seconded the motion.

Terry Dunphy: aye

Nikki Graff: aye

Nick Haws: aye

Marcella Kitson: aye

Tracey Lawton: aye

Kevin Marx: aye

Connor Self: aye

Rachel Cocar: aye

The motion was carried.

**Unfinished Business:**  Discussion of library’s rental properties. The ad hoc committee presented their report. Nick Haws made a motion to move forward with the plan presented by the ad hoc committee with an amended timeline to account for inability to get into the rental space, postponing the discussion of termination of the lease until the April board meeting. Marcella Kitson seconded the motion.

Terry Dunphy: aye

Nikki Graff: aye

Nick Haws: aye

Marcella Kitson: aye

Tracey Lawton: aye

Kevin Marx: aye

Connor Self: aye

Rachel Cocar: aye

The motion was carried.

**New Business:** none

**Other Business:** None

**Executive Session:** None

**ANNOUNCEMENTS –** Next regular meeting: April 8, 2024.

**REMINDERS –** none

**ADJOURNMENT**

At 6:26pm, Connor Self made a motion to adjourn the meeting. The motion was seconded by Nick Haws. The meeting was adjourned at 6:26pm.

Respectfully submitted,

Rachel Cocar, secretary