

Karl Junginger Memorial Library
Board of Trustees Meeting Minutes
January 22, 2025 @ 5:30 pm

- I. Call to Order & Introductions
The meeting was called to order at 5:30 p.m. Present: Art Biermeier, Diane Graff, Sara Cummings, Miriam Schilling, Cindy Krueger, Susan McDermott, Leslie Fugate, and Kelli Mountford.
- II. Approval of agenda
The agenda was approved as written
- III. Approval of open minutes from November 26, 2024.
The minutes were passed as written
- IV. Correspondence, Appearance, Public Comments
- V. Director's Report
- VI. Unfinished Business
 - A. **Per Board bylaws, the Vice President will step in for the President's absence until voting occurs in May 2025. Vote for Interim VP until voting takes place in May 2025. – Action**
Biermeier moved to close the nominations. Fugate seconded. The motion passed unanimously. Graff moved to nominate Susan McDermott for the interim Vice President. Cummings seconded. The motion passed unanimously.
 - B. **Financial monthly report for November and December 2024 - Action**
Cummings moved to approve the November and December 2024 monthly invoices as presented. Krueger seconded. The motion passed unanimously.
 - B. **2025 Budget – Informational**
Mountford informed the Library Board that without Ashley Wolf and the re-hiring of an Adult Service coordinator, the budget will change. The budget will be brought to the board in February.
 - C. **Furnace update – Informational**
Due to the weather, the furnaces were not installed on the scheduled date. The new date for installation is Monday, January 27th, 2025.
 - D. **Policy 515 Payment wording update – Action**
Cummings moved to update the wording on the library room reservation form as presented. Fugate seconded. The motion passed unanimously.

VII. New Business

A. **Adult Coordinator Staff Position – Informational**

Mountford stated that she was not hiring for a new adult coordinator at this time. She has hired a part-time staff member for circulation only to help with covering desk hours.

B. **2025 Contract for Jefferson County Library Services (due Feb. 1st) – Action**

Cummings made a motion to accept the 2025 contract for the Jefferson County library services. Schilling seconded. The motion passed unanimously.

C. **Policy 706 Volunteer and form – Informational**

Mountford presented the Volunteer policy and volunteer form with small grammatical changes. This policy will be on the February agenda.

D. **Policy 800 Revision of Library Policies – Informational**

Mountford presented the Revision of Library policies with small grammatical changes. This policy will be on the February agenda.

E. **Review and Discuss Library Board Trustee Handbook Chapter 16 “Ethics and Conflict of Interest Laws Applying to Trustees” – Informational**

VIII. Future agenda items – 2025 Budget, 706 Volunteer policy and form, 800 policy, furnace update

IX. Date, place, and time of the next meeting

The next board meeting will be held on Wednesday, February 26, 2025, at 5:30 p.m. in the Hyer Conference Room.

X. Adjournment

Cummings moved to adjourn at 6:02 p.m. Krueger seconded. The motion passed unanimously.

Respectfully Submitted,
Cindy Krueger

Karl Junginger Memorial Library / Mayor/Council/Board Report -JANUARY 2025

JANUARY MONTHLY STATISTICS		JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	
Library Card Holders		2024	2370	2380	2391	2403	2415	2443	2470	2486	2436	2434	2274	2292
		2025	2301											
% of Change			-2.91%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
NEW Library Card Holders														
NEW TO 2025 STATS														
		2025	13											
% of Change														
Checkouts (Circulation)		2024	4024	4344	3645	4306	3595	5529	6002	4483	3947	4284	4186	4178
		2025	4662											
% of Change			15.85%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
eBook/Audio Checkouts (Circulation)		2024	986	887	914	826	785	710	875	778	762	882	723	747
		2025	868											
% of Change			-11.97%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Library Visits		2024	1759	1725	1864	2207	2299	3064	3030	2000	2052	2157	1922	1381
		2025	1956											
% of Change			11.20%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Meeting Room Use BY PUBLIC		2024	8	12	8	14	13	9	9	9	11	11	11	6
		2025	9											
% of Change			12.50%	-100.00%	-100.00%	-100.00%	-72.22%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Public Computer Use		2024	101	130	91	118	106	74	75	73	87	75	82	77
		2025	77											
% of Change			-23.76%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
WiFi Use		2024	135	181	182	200	204	203	202	221	254	208	188	165
		2025	230											
% of Change			70.37%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Outreach to local schools, daycares, & residents		2024	63	152	57	183	133	70	84	63	91	74	119	78
Checkouts		2025	114											
% of Change			80.95%	0.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Adult Number of Programs		2024	20	20	20	21	18	19	20	16	19	22	18	15
		2025	15											
% of Change			-25.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Adult Attendance		2024	162	153	201	161	121	265	188	159	153	244	122	147
		2025	197											
% of Change			21.60%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Teen (12-18) Number of programs		2024	4	4	3	3	3	9	10	4	4	4	3	3
		2025	4											
% of Change			0.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Attendance		2024	50	26	32	25	24	166	108	38	27	44	29	24
		2025	21											
% of Change			-58.00%	-100.00%	-100.00%	-100.00%	-55.81%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Children's Number of programs		2024	15	17	17	18	16	28	33	14	16	17	14	12
		2025	12											
% of Change			-20.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%
Attendance		2024	367	264	425	465	1035	2016	1694	425	435	591	429	393
		2025	355											
% of Change			-3.27%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%	-100.00%