1. **Call to Order**

President Ryan Ivemeyer called the meeting to order 6:31pm

1. **Board of Trustee Roll Call**

Present: Allison Short, Michelle Damadeo, Marisa Richards, Jessica Fese, Ryan Ivemeyer

Absent: Glenda Peck, Adrien Aaron

Attending via Zoom: None

Also Present: Genna Mickey, Library Director; Heidi Lendi, Village Trustee; Nichole Yunger, Administrative Assistant

1. **Public Comment**

None

1. **Consent Agenda**
	1. January 2025 Expenditures $132,957.52
	2. Regular Board Minutes 1/22/2025
	3. Replace Universal Power Supply – WEBIT Services $2,933.84
	4. Plant Installation Project – Not Just Grass Landscaping $2,842.21

Motion to approve the Consent Agenda by Trustee Michelle Damadeo and seconded by Trustee Jessica Fese. Trustee Ryan Ivemeyer abstained. All in others favor, motion carried.

1. **Director’s Report**

Director’s report updated to align with strategic plan goals –

* Goal 1 – Strengthen Community Engagement and Outreach
	+ New logo and welcome wagon ideas
	+ Homeschool meetup group
* Goal 2 – Address Infrastructure and Technology Modernization
	+ Lighting project complete
	+ Met with WEBIT regarding future technology upgrades
* Goal 3 – Enhance Programming & Service Offerings to Diversify Patron Engagement
	+ License Plate Sticker Renewal programs starting in March, materials obtained from the state
	+ Notary Services – two staff are now notaries and assisting patrons
	+ Twice as many programs in January 2025 vs. January 2024
	+ Homebound Delivery Services started in January 2025 – new addition
* Goal 4 – Develop a Robust Marketing and Communications Plan
	+ Meet the Candidates forum with League of Women’s Voter and SG Chamber
	+ Mass mailing postcard anticipated in May

1. **Board Representative Reports**

Building and Grounds – None, Trustee Glenda Peck absent, information about Not Just Grass landscaping

Finance – None, mentioned W2 issues that are now mostly resolved or becoming resolved

Personnel/Policy – had regular meeting, assisted with Local Records Act on 2/17/25

Strategic Planning – None

1. **Library Foundation Report**

None

1. **Trustee Open Comments and Discussion**
2. **Old Business**
	1. Health Insurance – Employee Dependent Plan – motion to approve Employee Dependent Plan for Employee Spouse or Child at 80% covered made by Trustee Allison Short and seconded by Trustee Marisa Richards. All in favor, motion carried.
3. **New Business**
	1. Policy 480 – Policy for Law Enforcement Request Library Records and User Information – motion to approve Policy 480 made by Trustee Michelle Damadeo and seconded by Trustee Marisa Richards. All in favor, motion carried.

1. **Items for next month**
	1. Roofing project bid review
	2. Window Services/Cupola bid review
	3. Closed session library director annual review
2. **Adjournment**

Motion for Adjournment was called at 7:29pm by Trustee Jessica Fese and seconded by Trustee Marisa Richards.

All in favor.