

Harlan Community Board of Trustees

Meeting Minutes for 5/12/2025

The Harlan Community Library Board of Trustees met on Monday, 5/12/2025 at 5:15 p.m. in the Library meeting room

Present: Tanya Bruck, Hope Chipman, Connie Claussen, Bill Early, Susan Finn, Kristie Travis, Orlando Gil

Absent: Andrew Sandquist,

Also Present: Director Amanda Brewer, City Council Liaison Sharon Kroger; City Administrator Gervas Mgonja, Emily Christiansen, Elizabeth Schechinger

Vice President Bill Early called the meeting to order. Connie moved, seconded by Hope to approve the agenda as presented. The motion carried unanimously.

Conflicts of interest are to be stated if and when applicable. None were stated.

Minutes from last month's meeting were not available to review at the time of this meeting.

Director's Report:

1. Programming
 - a. Youth –
 - i. 1 st – Lego Night
 - ii. 15 th – Family Fun Night – Spring Flower Painting
 - iii. Roving Readers starts on the 20 th at Pioneer Park – youth and adult weekly walking program
 - iv. Steam is done for the summer on the 26 th and Story time is done for the summer on the 28 th .
 - v. June 4 th – Summer Library Kick off at 10am at North Park – ALL HANDS ON DECK
 - b. Adult -
 - i. 8 th – 1 st Adult Puzzlepalooza
 - ii. 22 nd - Boards and Brews: Board Game Night at the Westside
 - iii. 28 th – Coffee and Coloring at Coffee Girl
2. Board Education
 - a. New Workday Learning Account – Email with Link was sent out
3. Repairs:
4. Fundraising Campaign
 - a. Next meeting is this Tuesday. Limewashing vs whitewashing
5. Bills
 - a. Nothing out of the ordinary this month

6. Budget

- a. About 5% under budget for the year. We do have some larger bills coming in May so that percentage should decrease and put us closer to the budget.

7. Board Member Vacancies

- a. Need a male to serve for Bill starting in July.

Motion by Susan, seconded by Hope, to approve the bills the director has paid. Motion carried unanimously.

Committee Meetings:

1. Facilities Committee
2. Personnel Committee

Old Business:

1. none

New Business:

1. Acceptance of the Library Director's resignation effective May 31st

Kristie motioned, seconded by Bill to accept the Library Director's resignation. Motion carried unanimously.

2. Library Director hiring
3. Motion to recommend Orlando Gil to the Mayor to serve the remainder of Paul Simpson's term.

Kristie motioned, seconded by Hope to approve Orlando Gil to serve the remainder of Paul Simpson's term. Motion carried unanimously.

4. Approve Interim Director wages for 4 staff members

Kristie motioned, seconded by Susan to approve interim wages for 4 staff members during the absence of a library director. Motion carried unanimously.

5. Approval of the updated Youth Services Librarian job description and wage class adjustment per the recommendation of the Personnel Committee.

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Hope motioned, seconded by Bill to approve said recommendation from the Personnel Committee. Motion carried unanimously.

Our next meeting will be 6/9/2025 at 5:15 p.m.

There being no further business, the meeting adjourned at 5:45 p.m.

Hope Chipman, Secretary

These minutes are as recorded by the Secretary and are subject to Board approval at the next regular meeting.