

NEWMAN RIGA LIBRARY
Board of Trustees Meeting
March 24, 2025

Present: Director Lynn Brown, Monica Blank, Joan Hawthorne, Martin Zess, Francis Schwalm, Ann-Marie Dean, Kari Cameron, Mary Christina Jones, Sandra Willson, Debra Landers.

Absent: Pamela Kissel, Linda Branch

Call To Order: President Monica Blank called the meeting to order at 6:03 p.m.

Adoption of Agenda: Motion to approve Adoption of Agenda made by Mary Christina Jones, 2nd by Ann-Marie Dean-unanimously approved.

Public Comment: No one present

Approval of Prior Meeting Minutes: Motion to approve the January 27, 2025 meeting minutes made by Joan Hawthorne, 2nd by Francis Schwalm-unanimously approved.

Treasurer's Report:

Main Checking	\$36,271.50
Business Savings	\$78,379.63
Bullet Aid	\$16,532.13
COMM ODP 7611	\$0.00

Investment & Finance Report: Treasurer Joan Hawthorne read a report from Solid Point discussing recent changes to the portfolio. She provided Board Members with an Asset Allocation of all accounts as of March 21, 2025

Budget Status Report: Director Lynn Brown provided all Board Members with a copy of the Profit and Loss Budget Performance for February 2025 with no major changes. She stated she has received a few more donations in memory of Peggy Naughton. She also reported she has an appointment scheduled at the end of April with Nichole Toor of Sardone & Robinson to work on the 990 yearly report and the 5-year financial review.

Director's Report: Director Lynn Brown provided all Board Members with a written report on Programming, Building & Maintenance, Staffing, Meetings Attended, Training, and Circulation Statistics. She reported that Page/Clerk Wesley Wicks had resigned. To thank him for all he has done for the library, a \$50 Amazon gift card will be purchased.

Old Business: The proposed Library Director Job Description, Evaluation Form and process was reviewed. **Motion to approve was made by Ann-Marie Dean, 2nd by Martin Zess-unanimously approved.**

New Business: Review of 2024 Annual Report. **Motion to approve the 2024 Annual Report made by Sandra Willson, 2nd by Joan Hawthorne-unanimously approved.**

Dates of Future Meetings: 5/19, 7/21, 9/22, & 11/17.

Meeting adjourned at 7:22 p.m.