

**Library Board of Trustees**

**November 13, 2024**

**Minutes**

1. **Call to Order:** The Library Board of Trustees meeting was called to order by Board Chair Ralph Cavallo at 4:00p.m.
2. **Roll Call: Present:** Board Members: Jim Flock, Lynn Olson, Lester Sandy, Wendy Slatkin

**Absent:** Mayor Pro Tem James Breitling

**Other:** Library Director Adam Tuckerman, Assistant City Manager Stephen Parker, Friends of the Library President Chester Olson, Operations Manager Martha Ulate

3. **Oral Communications:** None offered.
4. **Approval of Minutes:** James Flock moved to approve and Wendy Slatkin seconded the minutes for the October 9, 2024 meeting be approved.
5. **Correspondence/Communications -** None offered
6. **Old Business:** None Offered.
7. **New Business:** Discussion ensued by Board Member Lynn Olson with staff parking vehicles in ramp area designated for deliveries, courier pickups and donations. Request to have staff discontinue using the ramp area for parking.
8. **City Management Report:** Stephen Parker Assistant City Manager reported City Council awarded the contract for HVAC replacement. Election results were shared with the Board. Stephen mentioned he enjoyed and appreciated the invitation to attend the Library Staff Development Day
9. **Statistical Summary Report:** Board reviewed the statistical summary report.
10. **Library Management Report:** Board reviewed the Library Management report. Adam expressed to the Board his appreciation for those that attended the Library Staff Development Day as well as sincere thanks for the continual support by the Friends of the Library.  
The drying process for the water damage within the library is complete. Awaiting baseboard replacement in the affected areas.  
Adam mentioned he is awaiting a status update with Public Works regarding the access doors of the library.

