

**Tomah Public Library Board of Trustees**  
**Regular Meeting**  
**October 10, 2024**

1. **Call to Order:** Meeting called to order at 4:30pm. In attendance: Marge Gigous, Sue Wandschneider, Paul Skofronick, Candice Ziems, Becki Weyer, Max Brohaugh and Library Director Irma Keller.
2. **Approval of Minutes:** Motion and second to approve minutes from previous meeting. Motion passed by vote. Dr. Skofronick abstains.
3. **Approval of Bills, Financial Report:** Director Keller requests moving money from computer equipment budget to cover computer supplies and reports need for a new computer. Director Keller also reports budget for books running low. Motion made to approve report. Second provided. Motion passed by unanimous vote.
4. **Public Communication:** None
5. **Old Business**
  - a. **Director update:**
    - i. Director Keller announces that she will remain acting director, due to candidate application withdrawal.
    - ii. Director Keller inquires into board's thoughts on board meeting packages and asks if there is any other requests, changes, updates needed.
    - iii. Discussion ensues on using city website for board packages, minutes, etc.
    - iv. Discussion ensues on the library's need for private server use.
  - b. **Final Update: Summer Reading Program**

Director Keller reports an increase in 12-18 age group. And reports 480 kids registered and 218 adults registered in reading programs. 3 movies were shown with 20 people in attendance.
6. **New Business**
  - a. **Manhattan Short Film Festival:** Returns to library to with 57 attendees.
  - b. **Insurance for cleaner:** Director Keller requests funds for \$450 for liability insurance for cleaning staff. Motion by Paul Skofronick to pay for custodian insurance out of library budget. Second provided. Motion passed by unanimous vote.
  - c. **Proposal: outside drainage issue:** Director Keller reports drainage issue found on library exterior and has received quote from Gerke company. Discussion ensues on issue and whether project meets requirements of Capital Improvement Plan. 2nd quote needed to follow city financial policy, Director Keller to pursue.
  - d. **2025 Budget:** Discussion ensues. To be discussed more at next meeting.
7. **Adjourn:** Motion made to adjourn meeting. Second provided. Passed by unanimous vote. Meeting adjourned at 5:38pm.

Submitted by Candice Ziems