

Anita Public Library Board of Trustees

Wednesday, May 7th, 2025

The May meeting of the Anita Public Library Board of Trustees was called to order at 4:30 pm.

Present was:

Board Members= Marcia Casteel, Bruce Petersen, Jackie Sanders, Karen Burns, Bev Johnson and Librarian/Director Sara Young.

The agenda was approved on a motion by Jackie and seconded by Marcia. Unanimously carried.

The floor was open to the public at 4:31 pm. No member of the public was in attendance.

Minutes of the April meeting was approved on a motion by Marcia and seconded by Jackie. Unanimously carried.

Treasurer's Report- The board reviewed/approved/signed off on invoices and bills. Sara reviewed our budget balance and explained that \$2,000 will be deducted as we did not get a grant she applied for. She also explained that we will be negative at the end of the fiscal year because of payroll periods changing from monthly to bi-weekly. The library had two extra pays in July 2024 since monthly payroll used to happen at the end of each month. Other than that, there was no out of ordinary expenses and we balance with the city. The treasurer's report was approved on a motion Jackie and seconded by Karen. Unanimously carried.

Library Business:

- Discussion of carpet project- Sara updated the board on where the process was and where we are on budgeting.
- Summer Reading Program- Sara is about done finalizing the summer reading program days for the summer. She will have programs on Tuesdays and Fridays, with craft days on Wednesday's. These will run from May 30th- July 16th. Calendars with the schedules will be done soon.
- Discussion of upcoming holidays and closures- Board approved the library to close on July 5th, Saturday of Steak Fry Weekend and making Christmas/New Years Eve floating holidays.
- Steak Fry Weekend & participation- Anita Town & Country reached out to Sara wanting the library to man the carnival games at the park on Saturday. The board decision was to decline as everyone had family/children or plans.
- Flower Bed clean- up & updates- Sara reported that volunteers were cleaning up at the community building and were supposed to start at the library once that was completed. Sara will be planting flowers and plants that were donated by the Cass County Master Gardeners.

Librarian Report- Sara reported that the Bridge's usage was way up and the library circulation was up. Sara also found out that if the wireless internet was used more than one day for an extended amount of time it was counting that as an employee. Sara is working on fixing this. Sara communicated with the board on the community programs they were a part in in April: Pizza, Puzzles & Pub Night and Cass County Healthy You event and the YMCA.

Motion by Jackie and seconded by Marcia to adjourn the meeting at 5:20 pm. Unanimously carried.

Marcia Casteel, Secretary