

Dickinson Area Public Library

Library Board Meeting Minutes 12/10/25

Meeting called to order at 3:32pm by President Kuntz.

Roll Call

Present: Jason Fridrich, Olivia Titcomb (Via Teams), Lisa Aune, Troy Kuntz, Amanda Chorne, Kirby Baier (Via Teams), Ian Anguiano, Linda Carlson

Absent: Bernie Marsh, Susan Josephson, Kimmy Ho

Consent Agenda

Addition to New Business; Library Director Job Description by Aune.

Motion to Approve amended agenda by Aune, Second by Kuntz.

All members in favor, motion passes.

Order of Business

Approval of Meeting Minutes dated November 12th, 2025

Motion to Approve by Fridrich, Second by Aune.

All members in favor, motion passes.

Director's Report

Topics of the report include; New water issues in the building, on Saturday water was found in the Adult Fiction section for the first time. City Buildings & Sites staff as well as City Engineering and JE Dunn came to inspect the site, the cause of which was determined to be damage to the roof membrane. Long-term solutions are being investigated, in the short-term calcium chloride tablets are being used and heat tape is planned to be installed. Quotes for roof replacement are being sought out. Additionally, office flooding occurred on Monday with water on all levels of the building. Arrow is cleaning the Children's Librarian's office, and the drywall should not need to be replaced this time.

Upcoming events are Grinchmas on Saturday as well as the Jane Austen birthday party next week. The Foundation's Old Fashioned Christmas brought in around \$10,000 this year; nearly triple of any previous occurrence.

Clarification was provided on which portions of the building the recent water events occurred in, the warranty information for the roof was forwarded to City Engineering.

Unfinished business

Approval of Expenditure Report

Motion to Approve by Baier, Second by Chorne.

Fridrich Aye, Olivia Aye, Aune Nay, Kuntz Aye, Chorne Aye, Baier Aye

Financial Report

Motion to Approve by Fridrich, Second by Aune.

Jason Aye, Olivia Aye, Aune Aye, Kuntz Aye, Chorne Aye, Baier Aye

Library Director Performance Review

Board members and staff were asked to provide reviews. Final review to be presented at the next Board meeting.

Strategic Plan Review

Request for board feedback, a presentation of suggested changes will be made at the next board meeting. Larger items will be brought across on a monthly basis

Library Director Job Description

Topics of discussion include; The potential need for updating the job description for the Director, the level of oversight the Director maintains over the acquisition budgets, the approval process for purchases overseen by the Director, and an outline of the process for allocating purchasing funds to each member of the Library's acquisition team.

The next Board meeting will be on Wednesday, January 14th.

Motion to adjourn by Titcomb with no Second.

Meeting adjourned at 3:56pm.

Submitted by,

Austin Bartholomew

Administrative Support Librarian