

# The Solon Public Library Board

## Meeting Minutes September 25, 2023

### Call to Order

The regular meeting of the Solon Public Library Board was called to order by March Sutton at 6:30 p.m.

### Present

Bill Christensen, March Sutton, Sandy Lawrence, Steve Fisher, Janet Salathiel, Char Cosgrove, Liz King (Library Director), and Jen Fetzer

### Absent

Cole Gabriel

### Approval of Agenda

The agenda was unanimously approved as distributed. (Sandy/Janet)

### Approval of Minutes

The minutes of the previous meeting were unanimously approved as distributed.

- August 28, 2023. (Steve/Bill)

### Citizen's Speak and Correspondence

Citizen's Speak none. Correspondence none

### Committee Reports

- **Building:** None  
Update - City Council approved bid for Radon Mitigation by Adios Radon, LLC for \$7000. The date of service has not been determined.
- **Finance:** None
- **Johnson County Liaison:** None
- **City of Solon Liaison:** None
- **Board of Trustees Continuing Education:** Sandy reported on the Webinar Boardroom Series Intersections (Part 1) Building. One thing to consider is the need for the Library to develop an overview of the building's future maintenance needs.

### Library Director's Report

A written report is included in the Board packet.

### Approval of Bills

The September 2023 bills were unanimously approved for payment as presented. (Sandy/Char)

# The Solon Public Library Board

## Review of Foundation Report

The Foundation Report (N/A Foundation meets on 9/27/23)

## Old Business

The Library Clerk position will be posted.

## New Business

- **Strategic Plan Quarterly Update** - Liz walked us through the Strategic Plan Timeline Tracker explaining how it works. It has proven useful when helping to create projects to reflect the monthly activities to support the plan objectives.
- **Meeting Room Policy Review** - It was approved with amendments as discussed. (Sandy/Bill)
- **Joint Library Boards Meeting** - A reminder was given of the upcoming meeting. October 16, 2023 at 6:30
  
- **Board of Trustees Continuing Education:** Items were listed for Board Consideration.

## Next Month's Agenda

- Tentative overview of FY25 Budget

## Adjournment

The meeting was adjourned at 7:19 p.m. (Bill/Janet)

## Next Meeting

Regular Meeting: Monday, October 30, 2023 at 6:30 p.m.

## Submitted by

Char Cosgrove