

## **VALENTINE PUBLIC LIBRARY BOARD**

**December 23, 2024**

The Valentine Public Library Board met for the monthly meeting on Monday, Dec. 23, 2024, at 4:30 p.m. with members Maureen Johnson, Betty Daugherty, Jean Burge, Diedre Markus, Ray Sholl and Library Director Carrie Graham.

President Jean Burge informed the Board of the Open Meetings Act poster on the meeting room wall.

A motion to approve and adopt the agenda was made by R. Sholl and seconded by D. Markus. Aye vote was unanimous.

A motion was made by M. Johnson and seconded by R. Sholl to approve the regular board meeting minutes for November 25, 2024. Aye vote was unanimous.

### **BUSINESS**

- City Attorney Suzy Beel reported to C. Graham that there is no update in the pending litigation in the K. Busch estate, which C. Graham then relayed to the Board.
- M. Johnson made a motion to adopt the final draft of the VPL By-Laws revisions aimed at establishing clear guidelines for the public comment period during Board meetings. D. Markus seconded the motion. Aye vote was unanimous.
- After reviewing the Valentine Public Library Animal, Confidentiality, Disaster, and Financial Policies, a motion was made by R. Sholl and seconded by D. Markus to approve the policies as written with the exception of adding the following revised statement to the Financial Policy:
  - The Library Director will review all expenditures of budgeted funds and prepare invoices for the Board of Trustees on a monthly basis. The president of the library board will approve and initial the invoices, and the secretary of the board will authenticate and initial them. Upon approval, these invoices will be forwarded to the City Clerk, where they will be presented to the City Council and paid. Checks will be written by the City Clerk and returned with the invoices to the Library Director, where they will be recorded as paid, filed, and the payment check mailed to vendors.

### **DIRECTOR'S REPORT**

- The Friends Christmas Tree and upcoming puzzle tournament
- Recap the Story Time & Santa event and Elf on the Library Shelf campaign
- Bibliostat Library Survey progress
- Holiday Donations

**PUBLIC COMMENTS**

There were no public comments

**Review/Discussion/Action on request to pay bills.** Carrie Graham presented a summary of all bills for review. A motion was made by M. Johnson and seconded by R. Sholl to approve and pay all bills.

President Jean Burge declared the meeting adjourned without further business before the Board. The next regular meeting will be on **Monday, January 27, 2025, at 4:30 p.m.**

Respectfully submitted,  
Carrie Graham, Recording Secretary

---

Betty Daugherty, Secretary