



**PLYMOUTH PUBLIC LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
January 6, 2025**

Meeting was called to order by K. Murray at 6:30 pm. Present were: S. Britt, K. Murray, M. Kaczkowski, S. Gloede and A. Matzdorf. Absent were: P. Norlander, M. Hummitzsch, B. McKnight and Library Director L. Jochman.

Public Comment and Correspondence

There was no public comment or correspondence.

Motion by A. Matzdorf, second by S. Gloede to approve the minutes with revisions of the December 2, 2024 meeting. Motion passed unanimously.

Motion by S. Gloede, second by S. Britt to approve the financial report for November 2024. Motion passed unanimously.

President K. Murray reviewed some highlighted items on the Director's monthly report. This included a bullying incident, the Microfilm reader, and a cellphone for the library director.

Unfinished Business

The board discussed continued next steps for the library expansion project and priorities moving forward. Immediate needs, mid-term needs, and long-term needs were discussed.

The board discussed strategic plan activities for 2025 which include tech help, welcome letters, and more.

New Business

The board discussed the creation of an ad hoc Library Expansion Committee which will be appointed by the Mayor and approved by the Common Council. President K. Murray asked for volunteers. There was discussion on the involvement along with the purpose of ad hoc committees. M. Kaczkowski volunteered. Motion by S. Britt to approve M. Kaczkowski as the library board

representative for the ad hoc committee, second by A. Matzdorf. Motion passed unanimously.

President K. Murray presented a revision to the Bulletin Board and Materials Rack Policy. Motion by S. Gloede to approve the policy revision as written, second by S. Britt. Motion passed unanimously.

President K. Murray presented a revision to the Young Adult Specialist position to reclassify it as a Young Adult Librarian position. Discussion included preferring public library experience, education requirements and the title change. Motion by S. Britt to approve the revisions as written, second by S. Gloede. Motion passed unanimously.

President K. Murray presented an update on the annual state report which will be approved at the February meeting. The board reviewed the 2023 report.

Motion by S. Gloede, second by M. Kaczkowski to adjourn. Motion passed. Meeting was adjourned at 7:06 pm.

Submitted by, K. Murray,
Library Board President
p.p. Leslie Jochman, Library Director