

**Tamarack District Library Board of Trustees Regular Business Meeting Unofficial
July 17, 2025**

Regular Business Meeting Called to order at 5:00 pm by Sarah Hutson.

Attendance: Gretchen Brewster, Sarah Hutson, Ashley Whalen, Jamie Gorby, Jeremy Korpall, Laura Leppink, Deanna Riggleman – Director

Absent: Ted Johnson, Kathy Methner

Public: Pam Feutz

Approval of Agenda: Gretchen Brewster moved to approve the agenda, supported by Jeremy Korpall. **Carried**

Approval of Regular Meeting from June 19, 2025: Jamie Gorby moved to approve the minutes, supported by Gretchen Brewster. **Carried**

Acceptance of Gifts and Grants: None

Financial Report: Sarah Hutson moved to accept the financials, supported by Jamie Gorby. **Carried**

Public Comment: None

Correspondence: None

Committee Reports:

- a. Finance- Report submitted
- b. Personnel & Public Relations- Did not meet
- c. Facilities- Report submitted

Director's Report: Questions, Comments: Report submitted.

Friends of Library Report: No report

Old Business:

- 1. **Bookmobile Request for proposal:** We have some bids facilities is reviewing
- 2. **Website update:** Should launch next week.
- 3. **Insurance Coverage:** Jamie made a motion to change to Decker Agency insurance, supported by Gretchen Brewster. **Carried**

New Business:

- 1. **Officer and Committees Appointments:** Sarah Hutson made a motion for appointment of officers Jamie Gorby for President, Jeremy Korpall for Vice President, Laura Leppink for Secretary, Gretchen Brewster for Treasurer, supported by Ashley Whalen. **Carried**
Sarah Hutson made a motion to move Ashley Whalen to Finance Committee, remove Sarah Hutson from bank accounts and add Ashley Whalen to all library accounts, supported by Jeremy Korpall, **Carried**
- 2. **Approval of the 2024-2025 Final Budget:** Jamie Gorby made a motion of the net operating income in 2024-2025 Budget, it is to move \$50,000 to 386.2 Outreach and the remaining balance to 386.4 Building Fund, supported by Gretchen Brewster. **Carried**

3. **CD update:** Sarah Hutson made the motion to allow Gretchen Brewster to shop for CDs and invest in the best interest for CDs, Ashley Whalen supported. **Carried**
4. **Annual Report:** Deanna Riggelman is taking updates to each township meeting.
5. **Table and Chairs for Tamarack Room:** Sarah Hutson made a motion to order 20 chairs with arms item 6711 and 60 without arms item 6710 and 2 dolly item 6715, and 3 tables sit stand, item CLTTRPCFT2460CS-H, and 14 tables flip top item CLTTRFT246029C, with Facilities committee recommendation, supported by Jeremy Korpall. **Carried**
6. **Cabinetry for Special Use Room:** Jamie Gorby made a motion to hire G2 construction to build cabinetry for special use room, supported by Gretchen Brewster. **Carried**

Sarah Hutson made a motion to go in to closed meeting to discuss the library director evaluation and salary increase, supported by Ashley Whalen. Roll call vote, Sarah Hutson yes, Jeremy Korpall yes, Jamie Gorby yes, Ashley Whalen yes, Gretchen Brewster yes, Laura Leppink yes. **Carried**

Sarah Hutson made motion to open meeting, supported by Ashley Whalen, Roll Call vote, Sarah Hutson yes, Jeremy Korpall yes, Jamie Gorby yes, Ashley Whalen yes, Gretchen Brewster yes, Laura Leppink yes. **Carried**

7. **Director Evaluation:** Sarah Hutson made a motion to increase Director salary by 6% increase based on outstanding perform over the last year, \$200 overall increase in retirement and \$200 overall increase in HSA, supported by Gretchen Brewster. Roll Call vote: Sarah Hutson yes, Jeremy Korpall yes, Jamie Gorby yes, Ashley Whalen yes, Gretchen Brewster yes, Laura Leppink yes. **Carried**

Public Comment: None

Questions, Comments, Concerns from Board: none

Adjournment: Sarah Hutson adjourned meeting at 6:50 pm.