

**Tamarack District Library Board of Trustees Regular Business Meeting Unofficial
September 18, 2025**

Regular Business Meeting Called to order at 5:01 pm by Jamie Gorby.

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

Absent: Kathy Methner

Public: Pam Feutz

Approval of Agenda: Sarah Hutson moved to approve the agenda with addition, supported by Ashley Whalen.

Carried

Approval of Regular Meeting from July 17, 2025: Sarah Hutson moved to approve the minutes with correction, supported by Gretchen Brewster.

Carried

Acceptance of Gifts and Grants: Gretchen Brewster made a motion to accept the Friends of TDL gift of \$5216.30 to be used on programs during the 2025-2026 fiscal year, supported by Sarah Hutson.

Carried

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

Public Comment: None

Correspondence: Movies in the Square thank you for printing, Fremont Area Foundation fund update \$18,756.67

Committee Reports:

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

Director's Report: Questions, Comments: Report submitted

Friends of Library Report: No report

Old Business:

1. **Bookmobile Request for proposal:** Sarah Hutson makes a motion to accept the TechOps bid for the 2025 Ford Transit van, supported by Ted Johnson. **Carried**
2. **Website update:** We are live and staff are learning how it works. Esther and Deanna are updating as needed.
3. **Insurance Coverage:** Sarah Hutson made a motion to reject Terrorism Insurance Coverage from the Decker Agency, supported by Ashley Whalen. **Carried**
4. **CD Update:** The two maturing CDs were combined and put into a 4.00% 6-month CD at Community First Federal Credit Union. Ashley Whalen made the motion to allow Gretchen Brewster to shop for the maturing CDs in November 2025 and invest in the best interest for the library, supported by Sarah Hutson. **Carried**

5. **Tables and Chairs:** Jamie Gorby made a motion to allow Deanna Riggleman and staff to sell table and chairs as they see fit, supported by Gretchen Brewster. **Carried**

New Business:

1. **Subsequent Year Spending:** Jamie Gorby made a motion for move \$1432.06 from the equity account 386.3 Subsequent year reserve to other income account 450 Subsequent year funds to be used in the 2025-2026 fiscal year as indicated by the donor, supported by Laura Leppink. **Carried**
2. **Policy Manual Update:** Sarah Hutson made a motion to adopt the Tamarack District Library Policy Manual updates, supported by Jeremy Korpall. **Carried**
3. **Audit:** Discussed deposit risk, adopted budget and budget resolution line items and committing fund balance prior to year-end.

Public Comment: None

Questions, Comments, Concerns from Board: Holiday Party will be November 21, 5:00 at McKenna's.

Adjournment: Jamie Gorby adjourned meeting at 6:05 pm.