

## **Bancroft Public Library**

### **Board of Trustees – Minutes of the June 10, 2025 Regular Meeting**

Present were Ed Donoghue, Kim Erbe, Alesa Wilson, and Rachael Armstrong.  
Also present was Library Director Melissa Carll.

**Minutes:** Rachael Armstrong made a motion, Kim Erbe seconded, to approve the May 13, 2025 regular meeting minutes. All being in favor the motion was carried.

**Public Comment:** Sue Clary wanted the Board to know how pleased she was with the bird house project held by the Library.

**Correspondence:** None.

**Finance Officer's Report:** Vouchers from the Library Fund Nos. 32 through 37 and totaling \$2531.49 were audited and ordered paid. Kim Erbe made a motion, Rachael Armstrong seconded, to accept the Financial Statements as presented. All were in favor and the motion was carried.

**Library Director's Report:** See attached.

**Committee Reports:** None.

**Old Business:** Regarding the 2023 - 2024 State Aid or Library Construction Grant - The windows have been installed and electrical work will be completed soon.

Kim Erbe made a motion, Rachel Armstrong seconded to agree to allocate up to \$500 to have a new outlet installed in the foyer by Linendoll Electric.

**New Business:** The Employee Handbook was updated and approved and a description for the Deputy Director's responsibilities was added.

Melissa Carll has agreed to check the fire alarms and defibrillators each month.

The next regular meeting was scheduled for Tuesday, July 8, 2025.