

HARRISON DISTRICT LIBRARY - BOARD MEETING

Director, Bissonnette
Assistant Dir. Loomis
President, House
Treasurer, Foote
Secretary, Winters
Trustee Hoyt,
Trustee Richards
Trustee Wood.

UNAPPROVED

Regular Meeting – Regular meeting on June 24, 2025, at 9:30 am

Call to order: 9:30 am.

Roll Call:

President Nancy House: Aye. Treasurer Rick Foote: Aye. Secretary Mary Winters: Aye. Trustee Debra Hoyt: Aye. Trustee Don Richards: Aye. Trustee Diane Wood: No answer. Absent from the meeting. Trustee Diane Wood. Others: Director Sheila Bissonnette, Assistant Director Nick Loomis.

Public Hearing: Trustee Deb Hoyt made the motion to open the public meeting at 9:32 am. Treasurer Rick Foote provided support for the motion. Trustee Rick Foote made the motion to close the public hearing. Trustee Deb Hoyt provided support for the motion. Ayes all. Motion carried. The public hearing was closed at 9:33 a.m.

Trustee Deb Hoyt made the motion to reopen the public meeting at 9:34 am. Secretary Mary Winters provided support to the motion. Ayes all. Motion carried.

Approval of consent agenda items: Trustee Don Richards motioned to approve the consent agenda. Secretary Mary Winters supported the motion: Ayes, all. Motion carried.

Director's Report: Director Sheila Bissonnette provided an update on the ongoing migration to the new Polaris system. The Summer Reading Program began in the second week of June. As is typical, the first week included a few minor challenges, but the program is now running smoothly. It has been encouraging to see strong participation and many patrons visiting the library to read. Ticket sales for the upcoming William Kent Krueger author event are going very well, with a strong likelihood of selling out before August.

Old Business:

A. Library update:

Assistant Director Nick Loomis reported progress on the roofing project. Issues with leaks on the second-story roof were temporarily addressed with a tarp until full replacement can be completed.

New Business:

- A. **Review/approve the revised 2024-2025 budget:** Trustee Don Richards made the motion to approve the revised 2024-2025 budget as presented. Treasurer Rick Foote provided support for the motion. All members voted in favor. Motion carried.

- B. **Approval of the L-4029:** Trustee Don Richards made the motion to approve the L-4029 as presented. Trustee Deb Hoyt provided support for the motion. All members voted in favor. Motion carried.
- C. **Approval of proposed 2025-2025 Budget:** Secretary Mary Winters made the motion to approve the 2025-2026 budget as presented. Trustee Deb Hoyt provided support for the motion. All members voted in favor. Motion carried.
- D. **Approval of the 2025-2026 approved vendor list:** Trustee Deb Hoyt made the motion to approve the 2025-2026 approved vendor list. Trustee Don Richards provided support for the motion. All members voted in favor of the motion. Motion carried.
- E. **Review/approval of the employment contract for Sheila Bissonnette:** Treasurer Rick Foote made the motion to approve the contract for Sheila Bissonnette as presented. Trustee Deb Hoyt provided support for the motion. All members voted in favor. Motion carried.
- F. **Review /approval of the employment contract for Nick Loomis:** Treasurer Rick Foote made the motion to approve the contract for Nick Loomis. Secretary Mary Winters provided support for the motion. All members voted in favor. Motion carried.

Public Comment: No public comment.

Questions and comments from board members: President Nancy House provided a brief update on the library event held at Hayes Township. She also noted that an orientation for Rachel Anderson, the newly appointed City of Harrison Library Board representative, is scheduled for July 10th at 9:30 AM

Adjournment: Trustee Don Richards made the motion for adjournment. Treasurer Rick Foote seconded the motion. The June 24, 2025, meeting was adjourned at 10:17 a.m.

The next meeting will be on July 22, 2025, at 9:30 am

Library Director, Sheila Bissonnette, MLIS