



**PLYMOUTH PUBLIC LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
March 11, 2024**

Meeting was called to order by K. Murray at 6:31 pm. Present were: S. Britt, S. Gloede, A. Matzdorf, B. McKnight, K. Murray and M. Kaczkowski. Absent were: M. Hummitsch and P. Norlander. Also present: Library Director L. Jochman, C. Henson, FEH Design, K. Eipperle, FEH Design, B. Ludvik, FEH Design, M. Taylor, FEH Design, J. Hughes, Library Foundation, and M. Rosche, Library Foundation.

Motion by S. Britt, second by M. Kaczkowski to approve the minutes of the February 5, 2024 meeting. Motion passed unanimously.

Motion by B. McKnight, second by A. Matzdorf to approve the financial report for February 2024. Motion passed unanimously.

Motion by S. Gloede, second by S. Britt to move the Space Analysis kickoff to be the next item discussed. Motion passed unanimously.

The FEH Design team explained the next steps in the Space Analysis process. K. Eipperle detailed the timeline of events and explained the public-driven design process. K. Eipperle led those present in drafting the Goals for Success.

C. Henson, FEH Design, K. Eipperle, FEH Design, B. Ludvik, FEH Design, M. Taylor, FEH Design, J. Hughes, Library Foundation, and M. Rosche, Library Foundation left the meeting.

Director L. Jochman reviewed some highlighted items on her monthly report. This included some donations and library marketing.

Old Business

Director L. Jochman and President K. Murray updated the Board on the meeting with the Library Foundation on February 27. Expectations of the foundation were discussed.

New Business

Director Jochman proposed changing the fees for faxes to reduce and simplify the charges now that the library is using VOIP for fax and phone service. Motion by S. Britt to approve the new fax fee amount, second by S. Gloede. Motion Passed.

Announcements

There were no announcements.

Motion by B, McKnight, second by A. Matzdorf to adjourn. Motion passed. Meeting was adjourned at 8:29 pm.

Submitted by, Leslie Jochman
Library Board Secretary