



**PLYMOUTH PUBLIC LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
December 2, 2024**

Meeting was called to order by K. Murray at 6:30 pm. Present were: S. Britt, B. McKnight, K. Murray, M. Kaczowski, M. Hummitzsch, S. Gloede and A. Matzdorf. Absent were: P. Norlander. Also present: Library Director L. Jochman.

Public Comment and Correspondence

There was no public comment or correspondence.

Motion by A. Matzdorf, second by M. Hummitzsch to approve the minutes with revisions of the November 4, 2024 meeting. Motion passed unanimously.

Motion by B. McKnight, second by S. Gloede to approve the financial report for November 2024. Motion passed unanimously.

Director L. Jochman reviewed some highlighted items on her monthly report. This included experience passes and seasonal patrons, a mobile app template, and a Monarch Library System survey.

Unfinished Business

The board discussed continued next steps for the library expansion project and priorities moving forward. Maintaining the Carnegie side of the building while updating the entrance was discussed. The need for outdoor programming space as a lower priority was discussed.

Director L. Jochman updated the board that the next steps for the 2025 budget was approved by the Common Council.

New Business

Director L. Jochman presented information on the rise in cost of Hoopla digital. She presented possible options to manage the cost. Motion by M. Hummitzsch to lower the checkout limit from 5 to 3 in January, second by M. Kaczowski. Motion passed unanimously.

Director L. Jochman presented the annual contribution from the Library Foundation in 2025 and potential projects for funding. Projects included a microfilm machine and piloting access to Kanopy digital video streaming. Motion by S. Gloede to spend the funds on a Microfilm Machine and Kanopy Streaming, second by M. Hummitzsch. Motion passed unanimously.

Director L. Jochman will email the board the Strategic Plan activities in 2025 for them to review.

Director L. Jochman presented an art print that was donated by a patron. Motion by A. Matzdorf to reject the donation, second by S. Britt. Motion passed. (5 ayes, 1 nay – B. McKnight)

Motion by S. Britt to enter closed session to discuss legal counsel concerning strategy with respect to litigation in which it is or is likely to become involved regarding an employment claim, second by M. Katzkowski. Motion passed unanimously.

Motion by S. Britt to enter open session, second by S. Gloede. Motion passed unanimously.

Motion by B. McKnight, second by S. Gloede to adjourn. Motion passed. Meeting was adjourned at 7:55 pm.

Submitted by, Leslie Jochman
Library Board Secretary