Phelps Library Board of Trustees
May 11, 2026 Monthly Meeting Minutes
Meeting called to order: 6:37 pm

Roll Call:

Danielle Roder -Library Director, Trustees: Lee Coryell, Kevin Kelley, Nick Rich, Holly Rich, Breeyn Schoonerman, Darcy DiPane, (Absent) Dave Benz.

Public Participation: None

Adoption of agenda: Bree motioned; Nick seconded; all in favor.

1. Approval of Minutes (April 13, 2026) - Nick motioned; Bree seconded; all in favor.

2. Approve Finances - **(March & April 2026)** - Nick motioned; Holly seconded; all in favor.

3. Director's Report

4. Standing Committee Reports

- Building/Technology:

- A squirrel issue in the walls and ceiling of the library and the small meeting room currently exists. The Village has been notified and is actively working to remedy the situation.
- New website development is proceeding.

- Finance/Funding:

- Annual Report for 2025 was approved. Lee motioned; Darcy seconded; all in favor.

- Policy and Personnel:

- Rowan Sloane resigned from her position in April.

- Becky Sloane has been hired to act as aTemporary Program Specialist from May through August for $19/hour and will be working 6-10 hours weekly.
- Wendy Beman has shifted from the position of desk clerk to Program Specialist over the summer months.
-There are potential new hires to address the development and maintenance of the new library website, social media, circulation desk assistance, organization and cleanup efforts, and programming needs.
- Discussion of the Director's Contract Renewal in June.
- Photo Policy will be updated to reflect compliance with the current State regulations regarding photo release.

- Public Relations:

- The last two Saturdays continued to see an increase in patron participation at the Library.

- Warm weather activities along with the Summer Reading Program are in the works.

5. Unfinished Business: N/A

6. New Business: - Discussion regarding number of Board Meetings per year and maximum number of Board Members for the future.

The meeting adjourned at 7:42 pm

Next Meeting- June 8, 2026 @ 6:30 pm