

**Dundee Library Board of Trustees Minutes**  
**January 22, 2024**  
**Tripp Community Room, Dundee Library**

Meeting was called to order at 5:00pm.

**Roll Call/ Quorum:** Mia Clemens, Helen Lawson, Risa Howell, Darla Hill, Mark Chamberlain, Marie Krause Excused: Caryl Sutterby, Linda Nichols on vacation

**Agenda additions/Approval:** A motion was made to approve the agenda by Darla and seconded by Helen. Passed.

**Minutes of December 2023 meeting approval:** A motion was made to approve the Minutes of December 2023 as presented by Darla and seconded by Helen. Passed.

**Public Comment:** none

**Committee Reports ( Written reports only)**

**Financial Reports (attached for record)**

A motion was made by Helen to accept the financial reports as presented. It was seconded by Risa. Passed.

**Director's Report**

(Due to Linda's absence her report received via email is attached for record.)

**New Business:** None

**Old Business:**

We have received a Grant to help us access and maintain our collection of historic materials related to the formation of this library. There will be an Archival Needs Assessment to focus on management of the collection (arranging and describing the collection), discuss policies and procedures, as well as administrative topics and providing guidance on housing and storage for the materials. This is being facilitated by LuAnn Giles.

**Adjourn:** A motion was made to adjourn the meeting at 5:11 pm by Darla. It was seconded by Risa. Passed.

**Next regular meeting February 26, 2024 at 5:00 pm, Tripp Community Room.**

Respectfully submitted by Marie Krause, Secretary

\_\_\_\_\_ Date: \_\_\_\_\_

