

HOYT LAKES PUBLIC LIBRARY

July 15, 2025

The meeting was called to order at 5:06 p.m. by Chair Holly Gross. Present: Sharon Nelson, Holly Gross, Shelly Leffel, Michele Lammi, and Council Liaison Jill Eckman. Sheri Zins was absent for cause and Sarah Royseth arrived at the end due to work obligations.

MINUTES from June 17 were read and change was needed. June 17 minutes indicated Summer Reading 5 activities will earn 1 gold coin (should be 5 gold coins) and MN State Park 2 passes for check out (should be 1 pass). A motion was made by Holly and seconded by Shelly to approve the minutes reflecting the changes. Unanimously carried.

TREASURER'S REPORT AND NEW INVOICES: The Treasurer's Report and new invoices were read and approved. A motion was made by Sharon and seconded by Shelly to approve the Treasurer's Report and new invoices. Unanimously carried.

LIBRARIAN REPORT: There were 12 new registrations in June. Local usage was 84%. TalkBox had 3 uses, Cricut had 0 and lockers had 1. Downloadable items and Hoopla total 323. Hoopla usage was 136. ILL's sent out were 150. ILL's received were 58. The total circulation for June was 1194. Computer usage was 220. A motion was made by Holly and seconded by Shelly to approve the Librarian's Report. Unanimously carried.

OLD BUSINESS:

1. Policy and Procedure Updates
 - a. Laptop/Chromebook Checkout and Use policy: A motion by Holly, 2nd Sharon to approve. Unanimously carried.
 - b. Emergencies & Disasters policy: A motion by Shelly, 2nd Sharon to approve. Unanimously carried.
 - c. Code of Conduct policy & procedure: A motion by Holly, 2nd Shelly to approve. Unanimously carried.
 - d. MN Park Pass procedure: A motion by Shelly, 2nd Holly to approve. Unanimously carried.

NEW BUSINESS:

1. Upcoming programs:
 - a. Storytime at the Gazebo, outdoor games July 16 at 12:30pm.
 - b. Kids for Kids concert July 17 at 11am
 - c. Cheese and cracker event during LEGO art gallery July 22 11:00 – 1:00
 - d. Book Sale starts July 23 at 10am
 - e. Author book reading with Jennifer Elmberg July 23 at 1pm
 - f. Prize wheel at turtle races July 25 12:00 – 2pm (library closed)
 - g. First Families project info session July 29 at 6:30pm (needs to be confirmed)
 - h. Will Hale Sings Songs! Aug 14 at 10:30am
2. Library staff retreat day, Aug 21, all day, library closed
3. 2026 Budget, preliminary discussion

The next Library Board meeting will be Tuesday August 19, 2025 at 5:00pm.

A motion was made by Holly and seconded by Sarah to adjourn at 5:50pm. Unanimously carried.

Respectfully submitted,

Sarah Royseth

Sharon Nelson (meeting minutes taker...thank you, Sharon)