

Brazil Library Board Meeting Minutes

Date: March 18, 2026

Time: 6:00 PM

Presiding: Traci Orman, President

Board Members Present

- Traci Orman
- Dr Richard Frankville
- Shelly Watson
- Michael Hagemeyer
- Catherine Baker
- William "Trey" Adams
- Brian Deakins

Library Staff Present

- Sarah Trover, Library Director
- Jason Hayes, Business Manager

Public Attendance

Katherine Baughman, Brazil Times

Approval of Previous Minutes

Minutes from February 18, 2025, meeting were reviewed.

- Motion to approve: Michael Hagemeyer
 - Second: Catherine Baker
 - Result: All in favor.
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Business Manager and Treasurer's Report

Approval of Claims

- Claims 4765-4801:
 - Motion to approve: Dr Richard Frankville
 - Second: Trey Adams
 - Result: All in favor.

Financial and Fund Reports

- Financial and Fund Reports for February 2026 were presented.
 - Motion to approve: Dr Richard Frankville
 - Second: Michael Hagemeyer
 - Result: All in favor

*Jason proposed a Debt Service Fund transfer to Operating Fund in the amount of \$4381.81

- February 2026 (LIT) received: \$22,947.67
February 2026 8% - .84%
 - Energy Harness Invoice-scaffolding was in original quote as a contingency expense
 - Motion to approve: Michael Hagemeyer
 - Second: Brian Deakins
 - Result: All in Favor
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Librarian's Report

February 2026 Usage Statistics

- New Resident Cards: 16, Juvenile 0 (Renewed 16, Juvenile 0)
 - Non-Resident Cards:
 - New: 6 (0 juvenile)
 - Renewed: 11 (0 juvenile)
 - Circulation of materials: 1695
 - New materials added to collection: 211; Deleted: 109
 - Digital checkouts:
 - Libby: 894
 - Hoopla: 114
 - Kanopy: 15
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New Business

- National Library Week/National Library Worker's Day 4/20/2026
 - Carnegie's Birthday (age 13)
 - Public Library Access Card Quarterly Report
 - Library Card Permissions-allows others to use card if patron is unable to access library
 - Motion to approve: Michael Hagemeyer
 - Second: Dr Richard Frankville
 - Result: All in favor
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Unfinished Business

- AED-library will lease 2. One for each floor.
 - Motion to approve: Traci Orman
 - Second: Trey Adams
 - Result: All in favor

- Princh-no alternatives available at this time
 - Long Range Plan-5 year plan due in May 2026. Suggested Mid-way review at 2.5 years.
 - Motion to approve: Michael Hagemeyer
 - Second: Catherine Baker
 - Result: All in favor
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Other Business

- Michael Hagemeyer presented discussion of Trustee positions in Clay County.
 - DNR looking at Carnegie Libraries
 - No longer able to check out State Park Passes
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Adjournment

- Motion to adjourn: Dr Richard Frankville
 - Second: Trey Adams
 - Result: All in favor.
 - Meeting adjourned at 7:13pm
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Next Meeting

- Date: April 15, 2026
 - Time: 6:00 PM
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Signatures

Traci Orman, President

Shelly Watson, Secretary