PHOEBE APPERSON HEARST LIBRARY
BOARD OF TRUSTEES MEETING
Monday, March 2nd, 2025
MINUTES

Call to order
Present: Elizabeth Groeger, Beth Bertolotto, Barb Fosheim, Gary Linn, presiding
Absent: Micki Moore
Also present: Sarah Shoop, Library Director

Consent Calendar Items
Review of minutes from December 15, 2025

M/ Barb, S/ Beth to approve the minutes from the board meeting on December 15, 2025.

Administrative Reports
Circulation
The board looked at circulation statistics for the library for December 2025 and January 2026.

Financial Records
December 2025
Petty Cash
Budget
January 2026
Petty Cash
Budget

M/ Elizabeth, S/ Barb to approve the Hearst Library financial records for October and November, 2025.

Old Business
New Business
Colleen's Retirement
Colleen retired on January 31st of this year after working for the library for 35 years. She will be missed.
Custodian Position
The custodian position was advertised on the Library and City of Lead Facebook pages. Pam Goodwin was interviewed by Sarah and Gary and was hired on February 17th.
2025 Budget – Final

M/ Beth, S/ Elizabeth to approve the Hearst Library final budget report for 2025.

Annual Report
Sarah has to have the board look at the Annual Report before turning it into the State Library. The report is due on March 31st. City officials also have to look it over which will be done at the commission meeting later today.

Adjourn

Upcoming Dates

Library Board Meeting	Monday, April 20, 2026