

Charles B. Phillips Library District
Board Meeting Minutes
January 2, 2021

The Charles B. Phillips Public Library District Trustees met on Tuesday, January 2, 2021, in the library. The unscheduled, regular meeting was called to order at 7:00 p.m. by President Dave Drew. The secretary called roll. Dave Drew, Karen Breunig, Joshua Brown, Michael Merline, Mark Oldenburg, Larry Stanford, and Barb Sucich were present. Lynette Heiden, library director; Andy Dugan, Williams Architect representative; and Delene Drew were also present.

Public Comment: none

Minutes

Mark Oldenburg moved to approve the minutes of the regular meeting held on December 8, 2020, seconded by Joshua Brown. Motion carried.

Treasurer's Report

The financial statements for December were filed for audit. Michael Merline moved to pay the bills as presented. Larry Stanford seconded the motion. The motion carried.

Director's Report: The director's report and library statistics (attached to this report) were presented and discussed.

Unfinished Business

Andy Dugan, Williams Architect Representative: Andy presented updated information on the building expansion as outlined on the attached Meeting Agenda. He suggested that the board may want to consider hiring a construction management firm versus a general contractor. Andy will arrange for representatives from two construction management firms to attend the February 9, 2021 meeting to explain the service that could be provided.

USDA Rural Community Loan: Since the USDA is not giving the needed information within our timeline, the board will look into other loan options that may work. Delene Drew was present to give us

information about bond sales as a bookkeeper for the Newark Grade School. Dave Drew was directed to contact someone who could speak to the board about bond sales. If necessary, a special meeting will be held to discuss our options.

New Business - None

Adjournment: Michael Merline moved to adjourn the meeting, seconded by Mark Oldenburg. Motion carried. Dave Drew adjourned the meeting at 8:42 p.m.

Respectfully submitted,

Karen Breunig
Secretary

The next regular meeting will be on February 9, 2021 at 7:00 p.m.