

Charles B. Phillips Library District
Board Meeting Minutes
November 9, 2020

The Charles B. Phillips Public Library District Trustees met on Tuesday, November 9, 2020, in the library. The meeting was called to order at 7:03 p.m. by President Dave Drew. The secretary called roll. Dave Drew, Karen Breunig, Mark Oldenburg, Larry Stanford, and Barb Sucich were present. Joshua Brown and Michael Merline were absent. Lynette Heiden, library director was also present.

Public Comment: none

Minutes

Barb Sucich moved to approve the minutes of the regular meeting held on October 13, 2020, seconded by Mark Oldenburg. Motion carried.

Treasurer's Report

The financial statements for September were filed for audit. Mark Oldenburg 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. Lynette noted that the library has returned to curbside service due to an employee family member testing positive for Covid.

Unfinished Business

Community Room Grant - Board Resolution: Mark Oldenburg moved to designate \$100,000 as the library district's portion of the library addition construction cost. Barb Sucich seconded the motion. Roll call vote: Dave Drew, yes; Karen Breunig, yes; Mark Oldenburg, yes; Larry Stanford, yes; and Barb Sucich, yes. Motion carried.

USDA Rural Community Loan: All information has been submitted and is under review. Still waiting for an update since there has been a change in the person overseeing the loan and others working from home.

Variance/Special Waiver: The Zoning Hearing was held on October 21, 2020 and our requests were presented. A decision should be forthcoming at the next zoning meeting held on November 18, 2020.

New Business

Comcast: Lynette is investigating Comcast internet through E-Rate.

Brian Zabel Accountant: Lynette presented an update on the poor and unacceptable service provided by accountant employees. Among other issues, payroll checks have been issued late. It was suggested that Lynette speak directly to Brian Zabel about the concerns before looking for a different accountant.

Adjournment: Barb Sucich moved to adjourn the meeting, seconded by Mark Oldenburg. Motion carried. Dave Drew adjourned the meeting at 8:21 p.m.

Respectfully submitted,

Karen Breunig
Secretary

The next meeting will **November 10, 2020** at 7:00 p.m.