

Charles B. Phillips Library District  
Board Meeting Minutes  
December 8, 2020

The Charles B. Phillips Public Library District Trustees met on Tuesday, December 8, 2020, in the library. The meeting was called to order at 7:02 p.m. by President Dave Drew. The secretary called roll. Dave Drew, Karen Breunig, Joshua Brown, Michael Merline, Mark Oldenburg, and Larry Stanford, were present. Barb Sucich was absent. Lynette Heiden, library director, was also present.

**Public Comment:** none

**Minutes**

Mark Oldenburg moved to approve the minutes of the regular meeting held on November 9, 2020, seconded by Larry Stanford. Motion carried.

**Treasurer's Report**

The financial statements for November 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.

**Unfinished Business**

**USDA Rural Community Loan:** All information has been submitted and is under review. We continue to wait for an update! Dave will investigate the possibility of obtaining a "bridge" loan in case the USDA loan doesn't come through in time to meet the requirements of the grant. He will contact Heartland Bank and First Midwest Bank.

**Variance/Special Waiver:** The Village of Newark trustees meet tomorrow evening (December 9, 2020) to vote on the zoning variances. If the variances are approved, Andy (Williams Architect), will plan to meet with the board members in January.

**Williams Architect/Village of Newark - Bill:** The Village of Newark was paid \$338 for EEI. Michael Merline moved to pay Williams Architect up to \$5,000 for on going expenses related to the library building addition. Joshua Brown seconded the motion. The motion carried.

**New Business** - None

**Adjournment:** Mark Oldenburg moved to adjourn the meeting, seconded by Michael Merline. Motion carried. Dave Drew adjourned the meeting at 7:30 p.m.

Respectfully submitted,

Karen Breunig  
Secretary

Since no meeting has been scheduled for January a special meeting will be held on January 12, 2021 at 7:00 p.m.