

Charles B. Phillips Library District
Board Meeting Minutes
July 14, 2020

The Charles B. Phillips Public Library District Trustees met on Tuesday, July 14, 2020, in the library. The meeting was called to order at 7:03 p.m. by President David Drew. The secretary called roll. David Drew, Karen Breunig, Joshua Brown, Michael Merline, Mark Oldenburg, Larry Stanford, and Barb Sucich were present. Lynette Heiden, library director, was also present.

Public Comment: none

Minutes

Barb Sucich moved to approve the minutes of the June 9, 2020 meeting as presented, seconded by Joshua Brown. The motion carried.

Treasurer's Report

The financial statement for June was filed for audit. Larry Stanford moved to pay the bills as presented. Mark Oldenburg 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

Grant: An application for a \$250,000 grant has been submitted. An environmental study has been requested to complete the application. Andy from Williams Architects is taking care of this.

USDA Rural Community Loan: Dave reported that the paperwork for the USDA loan has been sent to the USDA office. We are still waiting for to find out the dollar amount needed pending the outcome of the recent grant application.

Williams Architects Payment: Mark Oldenburg moved to pay Williams Architects \$2183.60 for time spent on the project, seconded by Michael Merline. The motion carried. The money will be taken from the money market account.

New Business

Attorney for Variance: Since the Zoning Hearing did not take place on June 17, 2020 as planned and other problems have come about concerning the zoning variance, it was suggested that an attorney be retained to help with the situation. Barb Sucich moved to hire attorney Dan Kramer from Yorkville. Michael Merline seconded the motion. Roll Call Vote: David Drew, yes; Karen Breunig, yes; Joshua Brown, yes; Michael Merline, yes; Mark Oldenburg, yes; Larry Stanford, yes; Barb Sucich, yes. The motion carried.

Yard Clean Up: Since the building addition project will not start as soon as expected, the yard will need more attention than just mowing the grass. Larry Stanford and Dave Drew will each obtain prices for mowing, weeding, and trimming bushes.

Certificate of Deposit Renewal/Ending Fiscal Year Balance: Mark Oldenburg moved to correct the error on the balance sheet concerning the \$26,132.93 CD and transfer it to the Heartland Bank money market account when it comes due. Joshua Brown seconded the motion. Roll Call Vote: David Drew, yes; Karen Breunig, yes; Joshua Brown, yes; Michael Merline, yes; Mark Oldenburg, yes; Larry Stanford, yes; Barb Sucich, yes. The motion carried.

Larry Stanford moved to transfer the \$105,496.93 FY 2019/2020 balance to the Heartland Bank money market account. Michael Merline seconded the motion. Roll Call Vote: David Drew, yes; Karen Breunig, yes; Joshua Brown, yes; Michael Merline, yes; Mark Oldenburg, yes; Larry Stanford, yes; Barb Sucich, yes. The motion carried.

Non-resident Fee: Mark Oldenburg moved that the non-resident fee remain at \$140 per year, seconded by Joshua Brown. Motion carried.

Newspaper for Library Publications: Joshua Brown moved to designate the Kendall County Record to publish official library notices. Mark Oldenburg seconded the motion. The motion carried.

Going "Fine Free:" Michael Merline moved to eliminate fines for overdue items until the end of the calendar year, seconded by Joshua Brown. The motion carried.

Adjournment: Larry Stanford moved to adjourn the meeting, seconded by Barb Sucich. Motion carried. Dave Drew adjourned the meeting at 8:03 p.m.

Respectfully submitted,

Karen Breunig
Secretary

The next regular meeting will **August 18, 2020** at 7:00 p.m.