

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

The Charles B. Phillips Public Library District Trustees met on Tuesday, September 8, 2020, in the library. The meeting was called to order at 7:00 p.m. by President Dave Drew. The secretary called roll. Dave Drew, Karen Breunig, Joshua Brown, Mark Oldenburg, Michael Merline, and Larry Stanford were present. Lynette Heiden, library director was also present.

Public Comment: none

Minutes

Michael Merline moved to approve the minutes of the Public Hearing held on August 18, 2020, seconded by Mark Oldenburg. Motion carried. Larry Stanford moved to approve the minutes of the August 18, 2020 meeting, seconded by Joshua Brown. The motion carried.

Treasurer's Report

The financial statements for August were filed for audit. Joshua Brown moved to pay the bills as presented. Michael Merline 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

Community Room Grant - Board Resolution and Authorized Signer: Mark Oldenburg moved to designate Michael Merline and Dave Drew as authorized signers for the Illinois Public Library Construction Act Program Grant. Larry Stanford seconded the motion. Motion carried. Karen Breunig moved to designate Heartland Bank and Trust as the authorized bank for Illinois Public Library Construction Act Program Grant. Joshua Brown seconded the motion. Motion carried. The board resolution was tabled until the October meeting.

USDA Rural Community Loan: All information has been submitted and is under review. There may be some news in the next week or so.

Variance/Special Waiver: The Zoning Hearing has tentatively been set for October 21, 2020.

Williams Architect: No updates. They are working on a detailed project budget.

Accounting Software: A committee consisting of Dave Drew, Barb Sucich, Lynette Heiden, and Delene Drew has been appointed to review accounting software for the construction project.

New Business

Tax Levy: Mark Oldenburg moved to accept the Tax Levy #20/21-005 as presented. Michael seconded the motion. Roll call vote: Dave Drew, yes; Karen Breunig, yes; Joshua Brown, yes; Mark Oldenburg, yes, Michael Merline, yes, Larry Stanford, yes. Motion carried.

Third Authorized Signer: Michael Merline moved to designate Mark Oldenburg as the third authorized signer for checks. Larry Stanford seconded the motion. Motion carried.

Other: The local Boy Scout troop will maintain the landscaping area around the library for the remainder of the season. Other arrangements will be made in the spring.

Adjournment: Joshua Brown moved to adjourn the meeting, seconded by Mark Oldenburg. Motion carried. Dave Drew adjourned the meeting at 7:43 p.m.

Respectfully submitted,

Karen Breunig
Secretary

The next meeting will **October 13, 2020** at 7:00 p.m.