

Charles B. Phillips Library District
Board Meeting Minutes
April 13, 2021

The Charles B. Phillips Public Library District Trustees met on Tuesday, April 13, 2021, in the library. The 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, 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 March 9, 2021, seconded by Joshua Brown. Motion carried. Larry Stanford moved to approve the minutes of March 29, 2021 Public Hearing, seconded by Michael Merline. Motion carried. Mark Oldenburg moved to approve the minutes of the March 29, 2021 special meeting, seconded by Karen Breunig. Motion carried.

Treasurer's Report

The financial statements for March were filed for audit. Michael Merline 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

USDA Loan/Bank Loan: All information requested for each loan has been submitted and we are waiting for a decision.

Williams Architects - Andy Dugan - additional bill: This bill was included in the approval of the monthly bills presented.

Construction Manager: Discussion and selection concerning a construction manager was tabled.

New Business

Closed Meeting Minutes: Mark Oldenburg moved that all closed meeting minutes remain closed, seconded by Michael Merline. Motion carried.

Garage Sale: Some items in the storage shed will be sold on a garage sale in conjunction with the Newark area garage sales. Board members will be on hand to take left over/unneeded items to Village building on clean up weekend, April 30/May1.

Board Vacancy: The one vacant trustee position will be publicized and applications available at the library. Newly elected board members were reminded that they need to take the Open Meetings Act training (located on the Illinois Attorney General web site) within 90 days of taking office. The certificate of completion should be given to Lynette.

Lawn and Yard Maintenance: Larry Stanford moved to hire Brian Temple (has proof of insurance) to mow the lawn at a cost of \$35 per mowing and any additional labor at \$40 per hour. Mark Oldenburg seconded the motion. Motion carried. Mark Oldenburg moved to donate \$100 to the Boat Scout troop for the yard clean up they did last fall, seconded by Michael Merline. Motion carried.

Fundraiser: Board members were asked to be thinking of ways money can be raised to purchase items that will be needed after the library addition is completed.

Adjournment: Joshua Brown moved to adjourn the meeting, seconded by Mark Oldenburg. Motion carried. Dave Drew adjourned the meeting at 8:03 p.m.

Respectfully submitted,

Karen Breunig
Secretary

The next regular meeting will be on May 11, 2021 at 7:00 p.m.