

Charles B. Phillips Library District
Board Meeting Minutes
May 11, 2021

The Charles B. Phillips Public Library District Trustees met on Tuesday, May 11, 2021, in the library. The regular meeting was called to order at 7:03 p.m. by President Dave Drew. The secretary called roll. Dave Drew, Karen Breunig, Michael Merline, Mark Oldenburg, Larry Stanford, Barb Sucich were present. Joshua Brown 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 April 13, 2021, seconded by Barb Sucich. Motion carried.

Treasurer's Report

The financial statements for March were filed for audit. Larry Stanford moved to pay the bills as presented. Karen Breunig 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: More information has been requested for the USDA loan.

Michael Merline moved to accept the Heartland Bank loan proposal of \$802,000 at 2.85% interest rate payable over 20 years and in addition the Bank's legal team fee of \$2000. Mark Oldenburg seconded the motion. Roll Call vote: Dave Drew, yes; Karen Breunig, yes; Michael Merline, yes; Mark Oldenburg, yes; Larry Stanford, yes, Barb Sucich, yes. Motion carried.

Williams Architects - Andy Dugan - additional bill: Mark Oldenburg moved to pay the Williams Architects bill as presented, seconded by Barb Sucich. Motion carried.

Construction Manager: Michael Merline moved to enter into negotiations with SMC for construction management services, seconded by Mark Oldenburg. Motion carried.

Board Vacancy: Dave Drew moved to appoint Mark Oldenburg to fill the trustee vacancy, seconded by Michael Merline. Motion carried.

New Business

Board Trustee Elections: Barb Sucich moved to retain the current Board of Trustee officers for the next two years, seconded by Larry Stanford. Motion carried. Dave Drew - President, Mark Oldenburg - Vice President, Barb Sucich - Treasurer, Karen Breunig - Secretary

Wi-fi Hot Spot Policy: Three wi-fi hot spots have been purchased for public use. Barb Sucich moved to accept the Wi-fi Hot Spot (borrower guidelines) Policy as presented, seconded by Michael Merline. Motion carried.

Prevailing Wage Ordinance: Karen Breunig moved to approve the Prevailing Wage Ordinance as presented, seconded by Mark Oldenburg. Roll Call vote: Dave Drew, yes; Karen Breunig, yes; Michael Merline, yes; Mark Oldenburg, yes; Larry Stanford, yes, Barb Sucich, yes. Motion carried.

21/22 Board Meeting Ordinance: Mark Oldenburg moved to approve the 21/22 Board Meeting Ordinance as presented, seconded by Larry Stanford. Roll Call vote: Dave Drew, yes; Karen Breunig, yes; Michael Merline, yes; Mark Oldenburg, yes; Larry Stanford, yes, Barb Sucich, yes. Motion carried.

Resolution for Grant: Barb Sucich moved to accept the Public Library Construction Grant Resolution as presented. Mark Oldenburg seconded the motion. Roll Call vote: Dave Drew, yes; Karen Breunig, yes; Michael Merline, yes; Mark Oldenburg, yes; Larry Stanford, yes, Barb Sucich, yes. Motion carried.

Fines: Mark Oldenburg moved to reinstate the previous library fine policy as of July 1, 2021, seconded by Larry Stanford. Motion carried.

Other: A special meeting will be held on Saturday, May 22, 2021, at 9:00 a.m. for the purpose of adopting the Heartland Bank resolution for financing the library addition.

Adjournment: Michael Merline moved to adjourn the meeting, seconded by Mark Oldenburg. Motion carried. Dave Drew adjourned the meeting at 8:34 p.m.

Respectfully submitted,

Karen Breunig
Secretary

The next regular meeting will be on June 8, 2021 at 7:00 p.m.