

Charles B. Phillips Library District
Board Meeting Minutes
August 17, 2021

The Charles B. Phillips Public Library District Trustees met on Tuesday, August 17, 2021, in the library. The regular meeting was called to order at 7:04 p.m. by President Dave Drew. The secretary called roll. Dave 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

Mark Oldenburg moved to approve the minutes of the regular meeting held on July 13, 2021, seconded by Barb Sucich. Motion carried.

Treasurer's Report

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

Construction Manager/Williams Architect: Representatives from SMC and Williams Architect gave a presentation about the on going consultations concerning building options to meet our budget. They will present a detailed budget at the next meeting.

Audit: Michael Merline moved to hire Brian Zabel Accountants to do an audit not to exceed \$3700. Mark Oldenburg seconded the motion. Roll Call Vote: Dave Drew, yes; Karen Breunig, yes; Joshua Brown, yes; Michael Merline, yes; Mark Oldenburg, yes; Larry Stanford, yes; Barb Sucich, yes. The motion carried.

New Business

Year End Balance: Larry Stanford moved to place the ending year balance of \$88, 292.82 in the 1st National Bank account. Mark Oldenburg seconded the motion. Roll Call Vote: Dave Drew, yes; Karen Breunig, yes; Joshua Brown, yes; Michael Merline, yes; Mark Oldenburg, yes; Larry Stanford, yes; Barb Sucich, yes. The motion carried.

Budget and Appropriation Ordinance: Karen Breunig moved to approve the Budget and Appropriation Ordinance 21/22-004 as presented. Michael Merline seconded the motion. Roll Call Vote: Dave Drew, yes; Karen Breunig, yes; Joshua Brown, yes; Michael Merline, yes; Mark Oldenburg, yes; Larry Stanford, yes; Barb Sucich, yes. The motion carried.

Policy Review: Board members were given copies of the library by-laws and board policy to read and be prepared to offer any changes and/or additions.

Adjournment: Barb Sucich moved to adjourn the meeting, seconded by Joshua Brown. Motion carried. Dave Drew adjourned the meeting at 8:38 p.m.

Respectfully submitted,

Karen Breunig
Secretary

The next regular meeting will be on September 14, 2021 at 7:00 p.m.