

Charles B. Phillips Library District
Board Meeting Minutes
March 8, 2022

The Charles B. Phillips Public Library District Trustees met on Tuesday, March 8, 2022, in the library. The regular meeting was called to order at 7:01 p.m. by President Dave Drew. The secretary called roll. Dave Drew, Karen Breunig, Joshua Brown, Michael Merline, and Mark Oldenburg, were present. Larry Stanford and Barb Sucich were absent. Lynette Heiden, library director was also present.

Public Comment: none

Minutes

Michael Merline moved to approve the minutes of the regular meetings held on December 8, 2021 and February 8, 2022 and the closed session held on February 8, 2022, seconded by Mark Oldenburg. Motion carried.

Treasurer's Report

The financial statements for February 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

Construction Activities: Jason from SMC gave the board an update on the progress of the building addition. Construction updates were discussed. Work is scheduled to begin on April 4, 2022.

Construction Bills: Michael Merline moved to pay SMC \$6318.00 for pre-construction costs, and Williams Architects \$4621.28. Mark Oldenburg seconded the motion. Roll call vote: Dave Drew, yes; Karen Breunig, yes; Joshua Brown, yes; Michael Merline, yes; Mark Oldenburg, yes. Motion carried.

Payment of Construction Bills: Everyone was in agreement that construction bills should be kept and voted upon separately.

Audit: An explanation of the audit has been given. The fiscal year ending June 30, 2021 was a quality year for the Charles B. Phillips Library District as the district received an unqualified or "clean" opinion on the Independent Auditor's Report.

Meeting Room Policy: Tabled until the April meeting

Government's Designated Auditing Official: Dave Drew moved to designate Joshua Brown as the Auditing Official, seconded by Karen Breunig. The motion carried.

New Business

Closed Session Minutes: Joshua Brown moved to continue the closure of the closed session minutes, seconded by Mark Oldenburg. The motion carried.

Adjournment: Mark Oldenburg moved to adjourn the meeting, seconded by Joshua Brown. Motion carried. Dave Drew adjourned the meeting at 8:06 p.m.

Respectfully submitted,

Karen Breunig
Secretary

The next regular meeting will be on April 12, 2022 at 7:00 p.m.