

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

The Charles B. Phillips Public Library District Trustees met on Tuesday, November 8, 2022. The meeting was called to order at 7:00 p.m. by President Dave Drew. The secretary called roll. Karen Breunig, Joshua Brown, Dave Drew, Mark Oldenburg, Larry Stanford and Barb Sucich were present. Michael Merline, was absent. Lynette Heiden, library director was also present.

Public Comment: none

Minutes

Barb Sucich moved to approve the minutes of the regular meeting held on October 11, 2022, seconded by Joshua Brown. Motion carried.

Treasurer's Report

The financial statements for October were discussed and filed for audit. Mark Oldenburg 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

Community Room

Construction Bills: Joshua Brown moved to transfer \$51,918.25 from the money market account to the construction account and to pay the construction bills from the construction account as presented: Williams Architects, \$1,112.54; SMC, \$126,171.41. Mark Oldenburg seconded the motion. Roll Call Vote: Karen Breunig, yes; Joshua Brown, Dave Drew, yes; Mark Oldenburg, yes; Larry Stanford, yes; Barb Sucich, yes. Motion carried.

Construction Punch List: The items on the punch list including locks on the doors and the outside sign are almost complete. It was pointed out that the paint on the outside railing is beginning to peel.

New Business

Security Cameras: The possibility of installing security cameras was discussed. Lynette will investigate the options and report at the next meeting.

Meeting Room Policy: The word "refundable" will be added to the meeting room policy when a deposit is required if food is being served. If the clean up is deemed satisfactory to the library director, the deposit will be refunded.

December 26: It was agreed that the library will be closed on December 26, the day after Christmas.

Employee Appreciation Compensation: The board members discussed giving the library director and staff monetary compensation in appreciation for "going above and beyond" during the construction of the library addition. It was suggested to give the library clerks \$100 each and the library director \$1000. All compensation would be the amount stated after deductions.

Adjournment Joshua Brown moved to adjourn the meeting, seconded by Mark Oldenburg. Motion carried. Dave Drew adjourned the meeting at 8:21 p.m.

Respectfully submitted,
Karen Breunig
Secretary

The next regular meeting will be on December 13, 2022 at 7:00 p.m.