

Charles B. Phillips Library District
Board Meeting Minutes
September 13, 2022

The Charles B. Phillips Public Library District Trustees met on Tuesday, September 13, 2022. The 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, Larry Stanford and Barb Sucich were present. Lynette Heiden, library director was also present.

Public Comment: none

Minutes

Joshua Brown moved to approve the minutes of the regular meeting held on August 16, 2022, seconded by Mark Oldenburg. Motion carried. Barb Sucich moved to approve the minutes from the Budget and Appropriation hearing held on August 16, 2022, seconded by Joshua Brown. Motion carried.

Treasurer's Report

The financial statements for August were discussed and filed for audit. Mark Oldenburg moved to pay the bills as presented. Michael Merline 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: Larry Stanford moved to pay the construction bills from the construction account as presented: Williams Architects, \$3,320.49; SMC, \$222,888.50. 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. Motion carried.

Construction Progress: The occupancy permit has been issued as of September 13, 2022.

Meeting Room Policy: Mark Oldenburg move to adopt the Meeting Room Policy as presented. Michael Merline seconded the motion. Motion carried.

Audit: The audit is in process.

Open House: The date for the library open house has been set for Saturday, October 22, from 1 p.m. to 4 p.m. Invitations and posters will be sent/posted in the community.

New Business

Levy Ordinance: Michael Merline moved to accept the Levy Ordinance 22/23-05, seconded by Barb Sucich. Roll Call Vote: Dave Drew, yes; Karen Breunig, yes; Joshua Brown, yes; Michael Merline, yes; Mark Oldenburg, yes; Larry Stanford, yes; Barb Sucich, yes. Motion carried.

Comcast: Mark Oldenburg moved to transfer our internet service to Comcast, seconded by Michael Merline. Motion carried.

Local History Cabinet: The local history cabinet and other historical items will be given to the Fern Dell Historic Association, Newark.

Election 2023: The trustee positions of Dave Drew and Larry Stanford will be up for election in April 2023.

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

Respectfully submitted,
Karen Breunig
Secretary

The next regular meeting will be on October 11, 2022 at 7:00 p.m.