

**PHOENIX PUBLIC LIBRARY**  
**Board of Trustee Meeting Minutes**  
**October 13, 2022**

Trustees present: Karen Brandt Brown, William Balles, Noreen Patterson, and Fred Wall.

Trustees absent: Emily Young

Staff present: Library Director Natalie Curran.

**A. Call to Order**

William Balles called the meeting to order at 10:00am.

**B. Approval of Agenda**

Noreen Patterson moved to approve the agenda. Bill Balles seconded. Motion carried.

**C. Approval of Minutes**

Bill Balles moved to approve the minutes from September 8, 2022. Noreen Patterson seconded. Motion carried.

**D. Public Comments**

Amy Venskus from the Town of Schroepel Democratic Party would like to work with the library on a float for the Memorial Day Parade. Natalie Curran will speak with Angela at NCLS about a political party sponsoring a float. The Board will discuss it further at the next meeting.

**E. Reports to Board**

**1. Treasurer's Report**

Fred Wall gave the report for September, expenses are as expected. Karen Brandt Brown moved to approve the treasurer's reports for September. Bill Balles seconded. Motion carried.

**2. Director's Financial Report**

Natalie Curran gave the report for September. Bill Balles moved to approve the Director's Financial Report and supporting documents. Fred Wall seconded. Motion carried.

**3. Director's Report**

- a. Copier contract needs to be renewed. We have gone over the allotted pages for both black and white and color again this year. The new contract would increase the allotted amount of pages per year. Natalie Curran will ask if we pay the same amount per copy for overages and ask about being charged tax.
- b. Kindergarten is coming to visit on Friday, October 28.
- c. Karen Brandt Brown moved to pay for the roof repairs from the capital account pursuant to the quote dated September 22, 2022 to Over the Top Roofing in the amount of \$9,188.48. Bill Balles seconded. Motion carried.
- d. Natalie Curran is waiting for a response from Karl Seckner to find out if the 3.25% increase would require a supermajority vote. Karen Brandt Brown moved that if the 3.25% increase does not require a supermajority vote that we should file for that amount. Noreen Patterson seconded. Motion carried.
- e. Repairing and sealing the driveway will be addressed in the spring.
- f. Karen Brandt Brown moved to amend the Circulation and Interlibrary Loan Policies, section III, item B to "Magazines are loaned out for a period of 28 days with one renewal."
- g. Sally Woolson has given her two weeks' notice. There was discussion on minimum wage and increases to staff pay. Natalie Curran will begin the hiring process and the position will start at \$13.20. Staff wages and benefits will be further discussed at the next meeting.

**F. Old Business**

None

**G. New Business**

None

**H. Open Forum**

None

**I. Adjournment**

Noreen Patterson moved to adjourn the meeting. Fred Wall seconded. Motion carried.

The meeting was adjourned at 11:36 am.

The next meetings will be held in person at the library on November 10, 2022 and December 15, 2022 at 10am.

Respectfully submitted,

Natalie Curran

Director

**PHOENIX PUBLIC LIBRARY**  
**Board of Trustee Meeting Agenda**  
**November 10, 2022**

**REGULAR MEETING**

- A. Call to Order
- B. Adoption of Agenda
- C. Approval of Minutes
- D. Public Comments
- E. Reports to Board
  - 1. Treasurer's Report
  - 2. Director's Financial Report
  - 3. Director's Notes
- F. Old Business
- G. New Business
- H. Open Forum
- I. Adjournment