

**PHOENIX PUBLIC LIBRARY**  
**Board of Trustee Meeting Minutes**  
**April 13, 2023**

Trustees present: Emily Young, William Balles, Noreen Patterson, and Fred Wall.

Staff present: Library Director Natalie Curran.

**A. Call to Order**

William Balles called the meeting to order at 10:04am.

**B. Approval of Agenda**

Emily Young moved to approve the agenda. Fred Wall seconded. Motion carried.

**C. Approval of Minutes**

Emily Young moved to approve the minutes from March 23, 2023. Noreen Patterson seconded. Motion carried.

**D. Public Comments**

None

**E. Reports to Board**

**1. Treasurer's Report**

Fred Wall gave the report for March, expenses are as expected. He also reported that there was a correction to the February report. Noreen Patterson moved to approve the treasurer's reports for March. Bill Balles seconded. Motion carried.

**2. Director's Financial Report**

Natalie Curran gave the report for March. Fred Wall moved to approve the Director's Financial Report and supporting documents. Noreen Patterson seconded. Motion carried.

**3. Director's Report**

- a) Annual Report – has been submitted.
- b) First Grade visited on March 20, 21, and 22. They will be coming back on April 26,27, and 28.
- c) Kindergarten classes visited the library on March 16 and 17. They will be back on April 18, 20, and 21.
- d) Security lights are installed and working. Natalie Curran let Jim Lynch know so he can let the insurance company know.
- e) Shed – Natalie Curran is working with Jim Lynch to approve the location and get the necessary permits. Natalie Curran also let Syracuse Sheds know that we do plan to work with them. Noreen Patterson reported that the Century Club has \$4,715 to contribute to the purchase of the shed.
- f) Polaris Migration – April 18 – April 26
  - Staff Training April 12 at Phoenix
  - The library will have to work off line for a week. There are issues with filling patron holds.
- g) Credit Card – Natalie Curran has the letter but has not had time to make it to the bank.
- h) Summer Reading – Some of the big entertainment has been booked and the library staff is working on plans. Letters will be prepared to ask local businesses for prize donations.

**F. Old Business**

- Natalie Curran will talk to Don Hook about ideas to replace/repair the boards on the bottom of the library that are pulling away.

- Discussion about building wish list items; better outside lighting, an LCD sign. Many of these will need to wait until the library can secure additional funding.

**G. New Business**

None

**H. Open Forum**

None

**I. Adjournment**

Fred Wall moved to adjourn the meeting. Emily Young seconded. Motion carried.

The meeting was adjourned at 10:35 am.

The next meeting will be held in person at the library on May 11, 2023 at 10am.

Respectfully submitted,

Natalie Curran

Director

**PHOENIX PUBLIC LIBRARY**  
**Board of Trustee Meeting Agenda**  
**May 11, 2023**

**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