

**PHOENIX PUBLIC LIBRARY**  
**Board of Trustee Meeting Minutes**  
**February 9, 2023**

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

Trustees absent: Karen Brandt Brown and Emily Young.

Staff present: Library Director Natalie Curran.

**A. Call to Order**

William Balles called the meeting to order at 9:10am.

**B. Approval of Agenda**

Noreen Patterson moved to approve the agenda. Fred Wall seconded. Motion carried.

**C. Approval of Minutes**

Bill Balles moved to approve the minutes from January 12, 2023. Noreen Patterson seconded. Motion carried.

**D. Public Comments**

None

**E. Reports to Board**

**1. Treasurer's Report**

Fred Wall gave the report for January, expenses are as expected. Bill Balles moved to approve the treasurer's reports for January. Noreen Patterson seconded. Motion carried.

**2. Director's Financial Report**

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

**3. Director's Report**

- a. Annual Report – Due February 22 to NCLS. Will need to be approved at the March meeting.
- b. First Grade will be visiting on February 15, 16 and 17. The students will be taking books on a teacher classroom card and the books will be kept in the classroom.
- c. Polaris Migration – April 18 – April 26
  - Staff Training March 7 in Mexico
  - Staff Training April 12 at Phoenix
- d. Kindergarten classes visited the library on Monday, February 6. They have also selected dates for the rest of the year. They plan to visit once a month.
- e. Amazon Line of Credit – Natalie Curran will ask other libraries about the credit cards they have.
- f. The Library will be closed the following days:
  - Monday, February 20
- g. Noticed the library was cold on Tuesday, February 7. Realized the main part of the library was colder than the other areas. Called Falso Service Experts they had someone out at 10am on Wednesday, February 8. A door had come loose, which engaged a safety switch that turns the Unit off, the technician screwed the door on and it's working now.

**F. Old Business**

Noreen Patterson reminded the Board that the Century Club has \$4,000 towards a new shed. Several ideas were discussed about location. Fred Wall will speak to Jim Lynch about building codes, sizes, and locations the shed could go. Natalie Curran is going to get the name of a company that builds metal sheds.

**G. New Business**

None

**H. Open Forum**

None

**I. Adjournment**

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

The meeting was adjourned at 10:00 am.

The next meetings will be held in person at the library on March 9, 2023 at 9am.

Respectfully submitted,

Natalie Curran

Director

**PHOENIX PUBLIC LIBRARY**  
**Board of Trustee Meeting Agenda**  
**March 23, 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**