

PHOENIX PUBLIC LIBRARY
Board of Trustee Meeting Minutes
July 13, 2023

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

Staff present: Library Director Natalie Curran.

Public present: Debra Dates

A. Call to Order

William Balles called the meeting to order at 9:02am.

B. Approval of Agenda

Emily Young moved to approve the agenda. Noreen Patterson seconded. Motion carried.

C. Approval of Minutes

Fred Wall moved to approve the minutes from June 15, 2023. Noreen Patterson seconded. Motion carried.

D. Public Comments

None

E. Reports to Board

1. Treasurer's Report

Fred Wall gave the report for June, expenses are as expected. The library was charged for the yearly audit performed by the Village Auditor. The audit cost was covered by the village in the past. Noreen Patterson moved to approve the treasurer's reports for June. Emily Young seconded. Motion carried.

2. Director's Financial Report

Natalie Curran gave the report for June. All expenses are as expected. A new receipt printer was purchased for \$245. Fred Wall moved to approve the Director's Financial Report and supporting documents. Bill Balles seconded. Motion carried.

3. Director's Report

- a) Parking lot – Quotes from RJ Green and A Team were presented. Bill Balles moved to accept the quote from RJ Green. Fred Wall seconded. Motion carried.
- b) Hot Water Heater – Was replaced on Friday, July 7 and the leak was fixed. Earl Rudy will make a separate visit to do the certification.
- c) Summer Reading – Going very well! 197 Kids, 14 Teens, and 123 Adults are registered. Miss Katie is back for Story Time. Make & Take Monday. Every Wednesday is a performer. There was discussion about a possible policy to handle the large groups that sometimes attend library events and about increased staffing needs for next summer.
- d) Noreen Patterson moved that the library should pursue the funding that NCLS is trying to secure for the increased costs of broadband internet and that William Balles, President of the Board should fill out the "Assurances" form supplied by NCLS. Fred Wall seconded. Motion carried.

F. Old Business

None

G. New Business

None

H. Open Forum

None

I. **Adjournment**

Noreen Patterson moved to adjourn the meeting. Emily Young seconded. Motion carried.

The meeting was adjourned at 10:06 am.

The next meeting will be held in person at the library on August 10, 2023 at 9am.

Respectfully submitted,

Natalie Curran

Director

PHOENIX PUBLIC LIBRARY
Board of Trustee Meeting Agenda
September 21, 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