

PHOENIX PUBLIC LIBRARY
Board of Trustee Meeting Minutes
November 9, 2023

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

Fred Wall moved to approve the minutes from October 12, 2023. Debra Dates seconded. Motion carried.

D. Public Comments

None

E. Reports to Board

1. Treasurer's Report

Fred Wall gave the report for October, expenses are as expected. The balance in the operating account on 10/31/2023 was \$207,862.20. The tax cap money was deposited. Noreen Patterson moved to approve the treasurer's reports for October. Bill Balles seconded. Motion carried. Fred Wall committed to using Bonadio & Co to prepare the taxes again this year.

2. Director's Financial Report

Natalie Curran gave the report for October. All expenses are as expected. Bill Balles moved to approve the Director's Financial Report and supporting documents. Noreen Patterson seconded. Motion carried.

3. Director's Report

a) Shed – Has been picked up by the Crombachs.

b) School Visits –

- Kindergarten classes visited on November 1 & 2 for a story & craft.
- The Pre K will be visiting on November 16 for a story and craft.
- Trunk or Treat will be at the Elementary School on Saturday, October 21 from 2 to 4pm. Lots of fun and the Radomskis donated popcorn for us to hand out again this year. 355 kids attended the event.

c) Panic Alarm Switch was installed on the front desk and is active.

d) Gannon Pest Control was called because there are some issues with mice. The quote came back too high. Natalie Curran and Fred Wall will work on the issue.

e) Clean Care Services was called to schedule window cleaning.

f) Closed Days

- Veterans Day – Friday, November 10
- Thanksgiving – Thursday, November 23
- Thanksgiving – Friday, November 24
- Thanksgiving – Saturday, November 25
- Christmas – Saturday, December 23
- Christmas – Monday, December 25
- Christmas – Tuesday, December 26

F. Old Business

- a. Natalie Curran presented options for new chairs for the Century Club Room. We will continue to look at options for computer chairs and chairs for the Century Club Room.
- b. Natalie Curran is still gathering information about health insurance options.
- c. Natalie Curran will contact KAZ Contracting about repairing the bathroom stalls in both bathrooms.

G. New Business

None

H. Open Forum

None

I. Adjournment

Bill Balles moved to adjourn the meeting. Fred Wall seconded. Motion carried.

The meeting was adjourned at 10:45 am.

The next meeting will be held in person at the library on December 14, 2023 at 10 am.

Respectfully submitted,

Natalie Curran

Director

PHOENIX PUBLIC LIBRARY
Board of Trustee Meeting Agenda
December 14, 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**