CISSNA PARK COMMUNITY LIBRARY

BOARD OF TRUSTEES

MEETING

July 18, 2022

CALL TO ORDER AND ROLL CALL

President Larry Hofbauer called the regular meeting of the Cissna Park Community Library District Board of Trustees to order at 3:05p.m.on July 18, 2022, with the following trustees and administrators present: Lois Steiner; Elaine Young; Emily Tuttle; Larry Hofbauer; Lynn Hasselbring; Matt Osborne; and Donna Jean, Librarian.

APPROVAL OF AGENDA

Lynn Hasselbring made the motion, seconded by Emily Tuttle, to approve the Agenda as presented. Vote: ayes, all. Motion carried.

APPROVAL OF MINUTES

Lois Steiner made the motion, seconded by Emily Tuttle, to approve the minutes of the May 16, 2022 regular meeting. Vote: ayes, all. Motion carried.

TREASURER’S REPORT – INVESTMENT POLICY REPORT

Mrs. Steiner reported an interest income in the Money Market Account of $7.75, a balance on hand in the Money Market account as $39,545.81, interest income in the NOW account of $1.62, and a balance in the NOW account as $66,031.01, a balance in one CD as $58,374.51, and a balance in the second CD as $26,229.76.

In conformance with our Investment Policy, all funds except Petty Cash are invested in insured accounts with the Frederick Community Bank.

READING AND ALLOWANCE OF BILLS

Lynn Hasselbring made the motion, seconded by Matt Osborne, to approve payment of the bills as presented. Roll call vote: Mr. Osborne, yes; Mrs. Hasselbring, yes; Mrs. Young, yes; Mrs. Tuttle, yes; Mr. Hofbauer, yes; Mrs. Steiner, yes. Motion carried.

OPPORTUNITY FOR PUBLIC INPUT

None

COMMUNICATIONS

Mrs. Jean reported circulation for the year has gone up a little.

Automation is working well.

A book bike was ordered using the $2,000.00 from the Mary Helen Roberts Grant.

The $5,000.00 from the Lavina Young Grant was used for ordering a mobile kitchen.

Mrs. Jean reported for Mrs. Thomas that the Summer Reading Program had 86 children.

Story Hour will begin after Labor Day.

The Safe Sitter Program had 11 people.

UNFINISHED BUSINESS

Lynn Hasselbring made the motion, seconded by Lois Steiner to purchase a mobile kitchen from Stephenson Custom Case for $7,844.98 using the grant money from the Lavina Young Trust and other funds. Roll call vote: Mr. Osborne, yes; Mr. Hofbauer, yes; Mrs. Steiner, yes; Mrs. Hasselbring, yes; Mrs. Tuttle, yes; Mrs. Young, yes. Motion carried.

NEW BUSINESS

Emily Tuttle made the motion, seconded by Matt Osborne to place the Tentative Annual Budget and Appropriation Ordinance on public display for 30 days as required and to direct the secretary to publish notice in the Cissna Park News and to set the hearing on the Budget and Appropriation Ordinance for September 19, 2022, at 4:30 pm in the library. Vote: ayes, all. Motion carried.

Lois Steiner made the motion, seconded by Emily Tuttle, to adopt the Freedom of Information document as presented and place it on public display as required by law. Vote: ayes, all. Motion carried.

President Hofbauer appointed Emily Tuttle, Matt Osborne, and Lois Steiner to audit the minutes for FY’22 and certify the same.

Lynn Hasselbring made the motion, seconded Lois Steiner to adopt the dates as days the library will be closed for FY 23. Vote: ayes, all. Motion carried.

Emily Tuttle made the motion, seconded by Matt Osborne to cancel the August 2022 meeting.. Roll call vote: Mr. Osborne, yes; Mrs. Tuttle, yes; Mrs. Steiner, yes; Mr. Hofbauer, yes; Mrs. Hasselbring, yes; Mrs. Young, yes. Motion carried.

ADJOURNMENT

Lois Steiner made the motion, seconded by Emily Tuttle, to adjourn the meeting at 3:37.m. Vote: ayes, all. Motion carried.

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Board President

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Board Secretary