CISSNA PARK COMMUNITY LIBRARY

BOARD OF TRUSTEES

MEETING

January 23, 2023

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 4:33 pm with the following trustees and administrators present: Matthew Osborn; Emily Tuttle; Lois Steiner; Larry Hofbauer; Lynn Hasselbring; Elaine Young; and Donna Jean, Librarian.

APPROVAL OF AGENDA

Lynn Hasselbring made a 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 Matt Osborne, to approve the minutes of the November 21, 2022 regular meeting as presented. Vote: ayes, all. Motion carried.

TREASURER’S REPORT – INVESTMENT POLICY REPORT

Ms Steiner reported an interest income in the Money Market of $24.13 and a balance on hand in the Money Market as $80,621.41, an interest income in the NOW account of $4.77 and a balance in the NOW account as $16,913.96, a balance in one CD as $58,498.88, and a balance in the second CD as $26,316.58.

Ms. Steiner reported that, 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

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

OPPORTUNITY FOR PUBLIC INPUT

None.

COMMUNICATIONS

In her Librarian’s Report, Mrs. Jean reported circulation is lower in November and December. Automation is fine.

Annual required online training is not on line.

Sixteen people participated in the Cookie Crawl.

Library Squad, which is made up of junior high students, are asking students what programs they would like to have and are talking to Mrs. Jean.

In Mrs. Thomas’s absence, Mrs. Jean reported Mrs. Thomas has 8-10 children each day for Story Hour.

 The summer reading program is Read Beyond the Beaten Path (camping theme). No dates have been set as of now.

UNFINISHED BUSINESS

The carpet cleaner is in and being used.

NEW BUSINESS

None

ADJOURNMENT

Lois Steiner made the motion, seconded by Emily Tuttle, to adjourn the meeting at 4:55p.m. Discussion. Vote: ayes, all. Motion carried.

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 President

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 Secretary