CISSNA PARK COMMUNITY LIBRARY

BOARD OF TRUSTEES

MEETING

November 21, 2022

CALL TO ORDER AND ROLL CALL

Vice President Lynn Hasselbring called the regular meeting of the Cissna Park Community Library District Board of Trustees to order at 4:36 p.m. on November 21, 2022 with the following trustees and administrators present: Lynn Hasselbring; Emily Tuttle; Lois Steiner; Elaine Young; Donna Jean, Librarian.

APPROVAL OF AGENDA

Emily Tuttle made the motion, seconded by Lois Steiner, 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 September 19, 2022 regular meeting. Vote: ayes, all. Motion carried.

TREASURER’S REPORT – INVESTMENT POLICY REPORT

Mrs. Steiner reported interest income in the Money Market Account of $41.07, and a balance on hand in the Money Market account as $109,135.85; interest of $4.93 in the NOW account and a balance in the NOW account as $36,903.25; a balance in one CD as $58,450.03 a balance in the second CD as $26,268.27.

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 Lois Steiner, to approve payment of the bills as presented. Roll call vote: Mrs. Young, yes; Mrs. Steiner, yes; Mrs. Hasselbring, yes; Mrs. Tuttle, yes. Motion carried.

OPPORTUNITY FOR PUBLIC INPUT

None.

COMMUNICATIONS

Mrs. Jean stated in the Librarian’s Report that circulation and automation are good. Mrs. Jean received many good ideas at the AISLE conference.

A thank you note was received from Glenda Krumweide’s family.

One person participated in the Library Crawl, and 11 people stopped at the Cissna Park Library.

Family Reading Night held on November 17, 2022 was great. They planned for 24 and 66 people attended.

Mrs. Thomas is planning a Cookie Crawl on December 16, 2022.

Story Hour has 6-7 children each day, Tuesday and Thursday.

Halloween Fun Night was held in the Library and the breezeway with approximately 200 attending.

UNFINISHED BUSINESS

Lois Steiner made a motion, seconded by Emily Tuttle to pay for ½ of the carpet cleaning machine. Discussion. Roll call vote: Mrs. Tuttle, yes; Mrs. Steiner, yes; Mrs. Hasselbring, yes; Mrs. Young, yes. Motion carried.

NEW BUSINESS

Having approved the annual Budget and Appropriation Ordinance at the September meeting, Emily Tuttle made the motion, seconded by Lois Steiner, to approve the Annual Tax Levy Ordinance as presented. Roll call vote: Mrs. Young, yes; Mrs. Tuttle, yes; Mrs. Steiner, yes; Mrs. Hasselbring, yes. Motion carried.

We discussed and approved the 4.0 Serving Our Public checklists.

ADJOURNMENT

Lois Steiner made the motion, seconded by Emily Tuttle, to adjourn the meeting at 5 p.m. Vote: ayes, all. Motion carried.

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Board President

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Board Secretary