

CISSNA PARK COMMUNITY LIBRARY

BOARD OF TRUSTEES

MEETING

July 20, 2026

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 4:32 p.m. on July 20, 2026 with the following trustees and administrators present: Lynn Hasselbring; Heidi Breymeyer; Lois Steiner; Larry Hofbauer; and Donna Jean, Librarian.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Heidi Breymeyer made the motion, seconded by Lynn Hasselbring, to approve the minutes of the June 2026 regular meeting. Vote: ayes, all. Motion carried.

TREASURER'S REPORT – INVESTMENT POLICY REPORT

Ms. Steiner reported an interest income in the Money Market Account of \$31.12, and a balance on hand in the Money Market account as \$29,844.12, interest income in the NOW account of \$4.30 and a balance in the NOW account as \$13,067.72, a balance in one CD as \$63,198.80, and a balance in the second CD as \$28,639.44, and a balance in the third CD as \$15,648.92

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 Lois Steiner, to approve payment of the bills as presented. Roll call vote: Mr. Rogers, absent; Mrs. Breymeyer, yes; Mrs. Tuttle, absent; Mrs. Steiner, yes; Mr. Hofbauer, yes; Mrs. Young, absent. Motion carried.

OPPORTUNITY FOR PUBLIC INPUT

None

COMMUNICATIONS

Mrs. Jean stated in the Librarian's Report that circulation is on track. Automation is working fine.

The summer reading program had 25 attendees at the closing program.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Heidi Breymeyer made the motion, seconded by Lynn Hasselbring, 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 21, 2026 at 4:30 pm in the library. Vote: ayes, all. Motion carried.

Lois Steiner made the motion, seconded by Heidi Breymeyer to adopt the Freedom of Information document as presented and place it on public display as required by law.

President Larry Hofbauer appointed Heidi Breymeyer, Lynn Hasselbring, and Lois Steiner to audit the minutes for FY'26 and certify the same.

Lois Steiner made the motion, seconded by Heidi Breymeyer, to designate Lynn Hasselbring as FOIA officer and Ryan Rogers as OMA officer for FY'27. Discussion followed. Vote: ayes, all. Motion carried.

Lois Steiner made the motion, seconded by Heidi Breymeyer, to hire Brittyn Neukomm as part-time clerk at \$15 per hour. Discussion followed. Roll call vote: Mr. Rogers, absent; Mrs. Young, absent; Mrs. Breymeyer, yes; Mrs. Tuttle, absent; Mr. Hofbauer, yes; Mrs. Steiner, yes; Mrs. Hasselbring, yes. Motion carried.

Lynn Hasselbring made the motion, seconded by Heidi Breymeyer, to cancel the August 2026 meeting. Roll call vote: Mr. Rogers, absent; Mrs. Young, absent; Mrs. Breymeyer, yes; Mrs. Tuttle, absent; Mr. Hofbauer, yes; Mrs. Steiner, yes; Mrs. Hasselbring, yes. Motion carried.

ADJOURNMENT

Heidi Breymeyer made the motion, seconded by Lois Steiner to adjourn the meeting at 4:49 p.m. Vote: ayes, all. Motion carried.

Board President

Board Secretary