

CISSNA PARK COMMUNITY LIBRARY

BOARD OF TRUSTEES

MEETING

February 2, 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 4:35 pm with the following trustees and administrators present: Ryan Rogers; Emily Tuttle; Lois Steiner; Larry Hofbauer; Lynn Hasselbring; Heidi Breymeyer; Elaine Young; and Donna Jean, Librarian.

APPROVAL OF AGENDA

Heidi Breymeyer made a motion, seconded by Lois Steiner, to approve the Agenda as presented or as per amendments listed. Vote: ayes, all. Motion carried.

APPROVAL OF MINUTES

Ryan Rogers made the motion, seconded by Emily Tuttle, to approve the minutes of the November 17, 2025 regular meeting as presented. Vote: ayes, all. Motion carried.

TREASURER'S REPORT – INVESTMENT POLICY REPORT

Mrs. Steiner reported an interest income in the Money Market of \$61.33 and a balance on hand in the Money Market as \$73,995.96, an interest income in the NOW account of \$10.22 and a balance in the NOW account as \$13,050.82, a balance in one CD as \$62,567.76, and a balance in the second CD as \$28,348.07 and a balance in the third CD as \$15,463.96.

Mrs. 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. Rogers, yes; Mr. Hofbauer, yes; Mrs. Breymeyer, yes; Mrs. Tuttle, yes; Mrs. Steiner, yes; Mrs. Hasselbring, yes; Mrs. Young, yes. Motion carried.

OPPORTUNITY FOR PUBLIC INPUT

None.

COMMUNICATIONS

In her Librarian's Report, Mrs. Jean reported circulation is on track. Automation is fine.

Attending Candyland was 148 people. Attending a virtual event with elementary author Peter Brown were 150 students. There were 13 people who made centerpieces. Fourteen people attended the I-Cash program.

The trustees will be notified only on their email accounts of upcoming meetings.

Thank you notes were read for Christmas gifts and memorials.

Mrs. Thomas has a total of 20 children on two different days for Story Hour.

NEW BUSINESS

Lois Steiner made the motion, seconded by Ryan Rogers to remove the hotspot policy from the library's policies. Vote: Ayes, all. Motion carried.

Emily Tuttle made the motion, seconded by Heidi Breymeyer to accept the updates to the camera policy. Vote: Ayes, all. Motion carried.

Lynn Hasselbring made the motion, seconded by Heidi Breymeyer to form a committee of Ryan Rogers, Emily Tuttle, Lois Steiner to update Long-Range Plan before the March 16 meeting. Vote: Ayes, all. Motion carried.

ADJOURNMENT

Ryan Rogers made the motion, seconded by Lois Steiner, to adjourn the meeting at 4:57p.m. Discussion. Vote: ayes, all. Motion carried.

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Board President

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Board Secretary