

BREESE LIBRARY BOARD MINUTES

Secretary's Report 1/4/2022

The meeting was called to order at 8:06 p.m. by President Jean Steinman.

Attending: Bonnie Holzinger, Yvonne Ratermann, Judy Kampwerth, Jean Steinman, Angie Becker, Cyndi Riley, and via Zoom Jim Sprengel, Mary Heeren, and Gwen Fischer. Also attending Library Director Kelly Zurliene.

Trustees absent: None

Secretary's Report: A quorum was established. Mary Heeren made a motion to accept the Secretary's Report, Judy Kampwerth seconded it and the Secretary's Report was accepted.

Treasurer's Report: Gwen Fischer made a motion to accept the Treasurer's Report and Angie Becker seconded it. A roll call vote was called and the motion was approved.

Librarian's Report:

Kelly reported that there has been an increase of non-resident cards sold.

There has been an increase of patrons reading NewsBank.com (Belleville News Democrat and St. Louis Post Dispatch).

Committee Reports:

Building:

- A new American flag was put up in front of the building.
- Remodeling has begun – Jean Weber is painting the Children's Room and Dave Deutsch is painting the Magazine Room.
- Cabinets will be replaced in the Children's Room.
- Shelves in the Magazine Room and Children's Room will be put back and restocked.
- New face plates for the outlets and light switches will be replaced to match the walls.

Finance: The 3rd property tax distribution check has arrived.

Books: No Report

Unfinished Business: Kelly asked if the Library Board meetings could be moved to the second Tuesday of the month since the bank statements are not posted until after the first Tuesday of the month on many occasions. Jean Steinman made a motion to move the Library Board meeting to the 2nd Tuesday of the month; Mary Heeren seconded it. A roll call vote was called and the motion was approved.

Sick leave payout was discussed. Yvonne Ratermann made a motion to pay out sick leave; Bonnie Holzinger seconded it. A roll call vote was called and the motion was approved.

After much discussion, Kelly will check into several questions the board had asked. The policy for a Health Insurance policy was tabled at this time.

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New Business:

A policy was put before the Library Board on which holidays would be observed. After getting everyone's opinion, Judy Kampwerth made a motion to accept the Holiday Policy as is and Cyndi Riley seconded it. A roll call vote was called, the motion was approved.

Judy Kampwerth made a motion to adjourn the meeting at 9:00 p.m. and it was seconded by Angie Becker.

The next meeting is scheduled for Tuesday, February 8, 2022, at 8:00 p.m.

Jean Steinman, President

Yvonne Ratermann, Secretary

BREESE LIBRARY BOARD MINUTES

Secretary's Report 2/8/2022

The meeting was called to order at 8:03 p.m. by Vice President Angie Becker.

Trustees present: Mary Heeren, Bonnie Holzinger, Yvonne Ratermann, Cyndi Riley, Angie Becker, Judy Kampwerth, Gwen Fischer and, Jim Sprengel (via Zoom).

Trustees absent: Jean Steinman Also attending Kelly Zurliene, Library Director

Secretary's Report: A quorum was established. Gwen Fischer made a motion to accept the Secretary's Report; Cyndi Riley seconded it and the Secretary's Report was accepted.

Treasurer's Report: Yvonne Ratermann made a motion to accept the Treasurer's Report and Mary Heeren seconded it. A roll call vote was called, and the motion was approved.

Librarians Report: Kelly reported:

- The Board will need to fill out the Economic Interest paperwork.
- Clearwave has been installed. Clearwave will improve the internet, phone, and fax.
- Kelly and staff are making plans for Storytime and the Reading program for this summer.
- New solid-state hard drives were purchased after talking with IT rather than purchasing new computers.

There was a question on payroll in the event of closing for weather and Emergencies. It was decided that policies need to be written to cover these events.

Committee Reports:

Building:

- The board looked over the expense report for the recently completed remodeling.
- Kelly showed how the Magazine Room will look when the furniture is installed. The committee is checking on prices for this furniture at several different sites.
- The city installed the electrical and wall plates.
- Kelly did some touch-up painting.
- Dale Hempen will be replacing the solid-state drives in each patron computer.

Finance: Remodeling expenses will be transferred from Tempo Bank to the general fund. **Books:** No Report

Unfinished Business: Furniture for Magazine Room will be ordered as soon as sample color swatches arrive to assure the pieces complement one another.

New Business:

Cyndi Riley made a motion to adjourn the meeting at 9:02 p.m. and it was seconded by Bonnie Holzinger.

The next Library Board meeting is scheduled for Tuesday, March 8, 2022, at 8:00 p.m.

Angie Becker, Vice President

Yvonne Ratermann, Secretary

BREESE LIBRARY BOARD MINUTES

Secretary's Report 3/8/2022

The meeting was called to order at 8:00 p.m. by President Jean Steinman.

Trustees present: Mary Heeren, Bonnie Holzinger, Yvonne Ratermann, Cyndi Riley, Angie Becker, Gwen Fischer, Jean Steinman, and Jim Sprengel.

Trustees absent: Judy Kampwerth

Also attending Kelly Zurliene, Librarian

Secretary's Report: A quorum was established. Mary Heeren made a motion to accept the Secretary's Report; Gwen Fischer seconded it and the Secretary's Report was accepted.

Treasurer's Report: Gwen Fischer made a motion to accept the Treasurer's Report and Jim Sprengel seconded it. A roll call vote was called and the motion was approved.

Librarians Report: Kelly reported:

- Hard drives are being installed on all computers.
- New signs were installed on ends of shelves in the adult fiction, non-fiction, and junior sections.
- Clearwave is up and running- Spectrum internet was canceled.
- Three board members will be sworn in at the next meeting.
- Storytime will begin March 15th

3-5-year-old

- o March 15 @ 6:00 p.m.
- o March 22 @ 6:00 p.m.
- o March 29 @ 6:00 p.m.

1.5 -4-year-old

- March 18 @ 9:30 a.m.
- March 25 @ 9:30 a.m.
- April 1 @ 9:30 a.m.

Committee Reports:

Building: The parking lot needs an upgrade. There are issues with the drainage grates and lines will need repainting.

Finance: No Report **Books:** No Report **Unfinished Business:** No Report

New Business: No Report

Cyndi Riley made a motion to adjourn the meeting at 8:35 p.m. and it was seconded by Bonnie Holzinger.

The next meeting is scheduled for Tuesday, April 12, 2022, at 8:00 p.m.

Jean Steinman, President

Yvonne Ratermann, Secretary

BREESE LIBRARY BOARD MINUTES

Secretary's Report 4/12/2022

The meeting was called to order at 8:10 p.m. by President Jean Steinman.

Trustees present: Angie Becker, Gwen Fischer, Mary L. Heeren, Judy Kampwerth (via Zoom), Cyndi Riley, Jim Sprengel and President Jean Steinman. Absent: Bonnie Holzinger and Yvonne Ratermann

Trustees absent: Judy Kampwerth

Also attending Library Director Kelly Zurliene and City Council Liaison Gary Usselmann.

Secretary's Report: A quorum was established. On a motion by Angie Becker and a second by Gwen Fischer, the minutes were approved.

Treasurer's Report: The Treasurer's Report was presented. Library Director Kelly Zurliene noted (1) – the new furniture should arrive in May; (2) – name plates for staff were purchased; (3) – the library is starting to purchase Summer Reading Program materials; (4) – the laminator (eight years old) was repaired. On a motion by Gwen Fischer and second by Mary L. Heeren, the Treasurer's Report was approved on a roll call vote.

Librarians Report:

- Great turn-out for Story Time. Kelly taught the morning class and Meagan Holthaus the evening session.
- Chakota Therapeutic Riding Center in Germantown contacted Breese Library to bring over a horse. A horse-themed Story Time was presented in April with 37 kids and 27 adults attending. Breese Library hopes to do this again.
- Repairs to the parking lot drains were completed.
- Positive comments were received ref. the recently renovated Children's Room and other renovations.
- The library 'app' has been malfunctioning and is being worked on. E-book readers with non-resident cards who have contacted the library will have the expiration date of their card extended by a month.
- New furniture for the Magazine Room should arrive in May.
- Breese Public Library will mark its 60th anniversary in July and Kelly asked the board to brainstorm ideas for anniversary activities at the May meeting. Breese City Council members, elected officials and employees as well as the public could be invited. Cyndi Riley said the Breese Journal periodically does a "find the ___" in an edition with prizes and suggested a book icon could be used.
- Breese Mayor Kevin Timmermann will reappoint Angie Becker, Mary L. Heeren and Jean Steinman to the Library Board at the City Council meeting in April. Those three will be sworn-in for another three-year term at the May Breese Library Board meeting.

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Committee Reports:

Building: The parking lot and adjoining alley has numerous potholes – some were filled in when the drainage grate work was completed. Kelly will attend the next Breese City Finance Committee meeting to inquire about a revamp of the parking lot including parking blocks and fresh painted lines. Gary Usselmann noted the city is not responsible for alley maintenance.

Budget: The Budget for Fiscal Year May 1, 2022 to April 30, 2023, was discussed with the Library Director making several comments:

- Several magazines have canceled.
- Requests for audio books and DVDs have declined.
- The library utilized the Reserve Fund at Tempo Bank for the recent remodeling and new furniture.
- Solid-state components were installed in the computers which extended their life by several years although they are still older models.
- Software expenses would include QuickBooks, web page, Cloud Library, etc.
- The New York Times subscription was dropped and News Bank added and will continue.
- Employee insurance premiums decreased slightly.
- Janitorial expenses should remain the same.
- Miscellaneous Expenses would include shelf dividers, Board dinner, etc.
- Office Supplies would include laminating supplies, book wrap, etc.
- Postage includes books that are shipped to out-of-system libraries.
- Printer and copy machine expenses will probably increase.
- Programs will increase if “Live History” series takes place next year.
- Repairs & Maintenance would include pest control, Tech Electronics, etc.
- Dues would include Illinois Heartland Library System, Amazon Prime, etc.
- Telephone & Automation Expenses will increase due to the new fiber optic line through Clearwave.

Following discussion, a budget of \$213,500 was approved on a motion by Cyndi Riley and second by Angie Becker. This is a very slight increase from the current budget of \$207,450.

Approved for the current budget:

Books & Materials - \$15,000
Building/Furniture/Remodel – \$0
Computer Hardware - \$2,000
Computer Software - \$1,000
E-book & Digital - \$2,000
Employee Insurance - \$18,500
Janitorial Supplies - \$2,000
Meetings & Mileage - \$300
Miscellaneous - \$2,500
Office Supplies - \$7,000
Payroll Expenses - \$140,000

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Postage - \$200

Printer & Copy Machine Agreements - \$3,000

Programs - \$4,000

Repairs & Maintenance - \$2,000

System Sub. & Dues - \$5,500

Telephone & Automation - \$3,000

Utilities - \$5,500

Finance: No Report **Books:** No Report **Unfinished Business:** No Report

New Business: No Report

At 9:23 p.m., on a vote by Angie Becker and second by Mary L. Heeren, the Board went into closed session to discuss payroll. Following the discussion, on a motion by President Jean Steinman and second by Jim Sprengel, the Board approved payroll increases. The Executive Session was closed on a motion by Cyndi Riley and second by Gwen Fischer.

The meeting was adjourned at 10:17 p.m. on a motion by Angie Becker and second by Mary L. Heeren.

The next meeting is set for 8 p.m. Tuesday, May 10.

Jean Steinman, President

Mary L. Heeren, Acting Secretary

BREESE LIBRARY BOARD MINUTES

Secretary's Report 5/7/2022

The meeting was called to order at 8:09 p.m. by President Jean Steinman.

Trustees present: Mary Heeren, Bonnie Holzinger, Yvonne Ratermann, Cyndi Riley, Angie Becker, Judy Kampwerth, Gwen Fischer and Jean Steinman, and Jim Sprengel (via Zoom).

Trustees absent: None

Also attending: Kelly Zurliene, Library Director

Secretary's Report: A quorum was established. Gwen Fischer made a motion to accept the Secretary's Report; Angie Becker seconded it and the Secretary's Report was accepted.

Treasurer's Report: Mary Heeren made a motion to accept the Treasurer's Report, Gwen Fischer seconded it. A roll call vote was called and the motion was approved.

Librarian's Report: Kelly reported:

- The furniture for the front area of the library will be delivered this week.
- Kelly gave each board member the fiscal budget handout.

Committee Reports: Building: No Report **Finance:** No Report **Books:** No Report

Unfinished Business: None

New Business: A discussion on the 60th Anniversary Celebration. Date will be July 9, 2022
Discussion on

- Time frame
- Crafts for kids
- Giveaways
- Refreshments - cookies, drinks
- Invitations to Breese City Council, dignitaries

Election of Officers/Oath of Office

Kelly swore in for three year term:

- Mary Heeren
- Jean Steinman
- Angie Becker

Cyndi Riley made a motion to adjourn the meeting at 9:03 p.m. and it was seconded by Angie Becker. The motion was approved.

The next meeting is scheduled for Tuesday, June 14, 2022, at 8:00 p.m.

Jean Steinman, President

Yvonne Ratermann, Secretary

BREESE LIBRARY BOARD MINUTES

Secretary's Report 6/14/2022

The meeting of the Breese Public Library Board was called to order by President Jean Steinman at 8:03 pm Tuesday, June 14, 2022.

Trustees: Present: Angie Becker, Mary L. Heeren, Bonnie Holzinger, Judy Kampwerth, Cyndi Riley, Jim Sprengel (via Zoom) and President Jean Steinman. **Absent:** Gwen Fischer and Yvonne Ratermann.

Also attending: Library Director Kelly Zurliene and City Council Liaison Gary Usselmann.

Opening Business: On a motion and second by Bonnie Holzinger and Cyndi Riley, the May minutes were approved. It was noted the date on the agenda should be Tuesday, June 14.

Treasurer's Report: The Treasurer's Report was reviewed and on a motion and second by Judy Kampwerth and Angie Becker, was approved on a roll call vote. The following comments were made:

- Library Director Kelly Zurliene noted the Magazine Room is done including photos from the Breese Historical Society which the library had enlarged. It was hoped renovation expenses would fall into last Fiscal Year but was partially carried over.
- The library's credit card was hacked. Kelly contacted the credit card company who removed the charges and sent a new card.
- Tempo Bank will transition to Scott Credit Union this (June 18-20) weekend. Account numbers will change. It's estimated that Scott CU will pay higher dividends on their CDs.
- Dieterich Bank will upgrade software in July – Kelly was notified of what services will be unavailable during the transition (mobile banking, telebanking, etc.). Should be no changes to the library's account.

Librarian's Report:

- Kelly is working on the annual report, primarily statistics. She estimated it at 100 pages or so.
- The library issued up to \$750 in non-resident cards in May and another \$700 to date in June, primarily to families outside the city limits and in surrounding communities. The average is \$300 or so a month. Possible reasons include parents/grands looking for morning activities before the pool opens especially those that are budget-friendly. The newly renovated Children's Room and Magazine Room are also a draw as well as the friendly, welcoming staff.
- Summer Reading has 108 kids registered; previous years totaled about 55. With a 50-person capacity in the Children's Room, staff will utilize Hannah's Playground and the All Saints Academy Cafeteria. This year's theme is "Read Beyond The Beaten Path." Activities include a Scavenger Hunt covering four Breese parks, tee-shirts, photos in the Breese Journal, etc. Kids are encouraged to read every day for 20 minutes during the month; a Bingo Party will be held at the closing.

- Story Time was filled two days after emails were sent to the parents of previous participants.
- Replacing salt-stained carpet squares in the north entrance is estimated at \$250; approval was given.
- Replacing the two Handicap parking signs will cost \$92 each; approval was given.
- Some electrical switches and outlets will be replaced at an est. cost of \$540. The bill will be turned over to the city.
- Some landscaping repairs are needed. She is getting a quote and will send the bill to the city.
- The bathroom sink is clogging. Gerstner's Plumbing has been notified; repairs are pending.

60th Anniversary:

- Activities are scheduled from 10 am to 12 noon Saturday, July 9, giving staff a chance to set-up and clean-up during working hours.
- Kelly presented a basket with reading-themed items for an attendance prize – looks good.
- Mary Beth Detmer priced cookies at \$70 for 100 – it was recommended that 125 be ordered.
- Lemonade and water will be available; small resealable bottles are preferred to pitchers and cups.
- Refreshments will be set-up in the Magazine Room; the Children's Room will be available for play.
- Kelly suggested a vinyl banner for the front entrance announcing the anniversary; approval was given.
- Canvas bags were priced at \$6.90; it was decided not to order the bags.
- Bookmarks listing the anniversary plus library hours, etc. will be ordered.
- Staff will be on hand to welcome visitors, give tours, etc.

Unfinished Business:

- Cyndi Riley checked with Applebee's ref. the annual dinner for board, staff, city representatives, etc. Applebee's charges a \$200 refundable deposit, has a room that would handle 35 people and offers a special but limited menu. Due to other activities in July, the annual library dinner will be in September or October.

New Business: There was no new business or Committee Reports.

The meeting was adjourned at 8:45 p.m. on a motion by Cyndi Riley and Bonnie Holzinger.

The next session is set for 8 p.m. Tuesday, July 12.

Jean Steinman, President

Mary L. Heeren, Acting Secretary

BREESE LIBRARY BOARD MINUTES

Secretary's Report 7/12/2022

The meeting was called to order at 8:00 p.m. by President Jean Steinman.

Trustees present: Jean Steinman, Mary Heeren (via Zoom), Bonnie Holzinger, Yvonne Ratermann, Jim Sprengel (via Zoom), Cyndi Riley, Angie Becker, Judy Kampwerth, and Gwen Fischer.

Trustees absent:

Also attending: Kelly Zurliene, Librarian

Secretary's Report: A quorum was established. Bonnie Holzinger made a motion to accept the Secretary's Report; Judy Kampwerth seconded it and the Secretary's Report was accepted.

Treasurer's Report: Angie Becker made a motion to accept the Treasurer's Report and Gwen Fischer seconded it. A roll call vote was called, and the motion was approved.

Librarian's Report: Kelly reported:

- The library's 60th Anniversary event went very well with 155 people attending. Brian Hunt was the lucky winner of the attendance basket.
- The Summer Reading Program is progressing well with many participants enjoying themselves.
- There will be an Astronomy Night July 25, 7:30 – 9:30pm put on by the River Bend Astronomy Club.
- There will also be a historical program documentary and conversation by Sandra Pfiefer in September.

Committee Reports: Building: Kelly will be asking if the city can update the landscaping. The wall in the Children's Room will need to be re-sealed and the city will do so according to Don Voss. Gerstner plumbing fixed the sink in the public bathroom.

Finance: The library received its Per Capita Grant of \$6,845.48 from the State of Illinois. It was written to be used to buy STEM -related books and STEM-related manipulatives for children as well as non-fiction materials for adults.

Books: No Report

Unfinished Business: Angie Becker will check several restaurants in the city for the best fit for our annual meeting/dinner night.

New Business: Cyndi Riley made a motion to adjourn the meeting at 8:48 p.m. and it was seconded by Angie Becker.

The next meeting is scheduled for Tuesday, August 9, 2022, at 8:00 p.m.

Jean Steinman, President

Yvonne Ratermann, Secretary

BREESE LIBRARY BOARD MINUTES

Secretary's Report 8/9/2022

The meeting was called to order at 8:08 p.m. by President Jean Steinman.

Trustees present: Jean Steinman, Mary Heeren, Bonnie Holzinger, Yvonne Ratermann, Jim Sprengel, Judy Kampwerth, and Gwen Fischer.

Trustees absent: Cyndi Riley and Angie Becker

Also attending: Kelly Zurliene, Library Director

Secretary's Report: A quorum was established. Gwen Fischer made a motion to accept the Secretary's Report Judy; Kampwerth seconded it, and the Secretary's Report was accepted.

Treasurer's Report: Bonnie Holzinger made a motion to accept the Treasurer's Report and Gwen Fischer seconded it. A roll call vote was called and the motion was approved.

Librarian's Report: Kelly reported:

- Kelly purchased tables to be used for meetings, which are more easily stored and moved. She sold two of the old heavy tables and will keep the third for other uses.
- The Reading program was a big success with many events which were very well attended.
- There will be a book signing and sports talk by Doug Feldmann on Aug. 13th at 10:00 a.m. for his book "The Dean of Clinton County".

Committee Reports: Building: Kelly reported that Gerstner's Plumbing will be replacing a faucet in the Custodian water closet.

Finance: No report

Unfinished Business: A date was set for September 14th for the Annual Christmas in July party for the board as a thank you for serving.

New Business: Kelly reported that Meagan Holthaus, the Youth Services librarian, has taken a job at Okawville Illinois and we will need to hire a new Youth Services Librarian. Kelly has been interviewing candidates for the position. After reviewing the potential candidates, Bonnie Holzinger made a motion to hire Kim Miller for the position and Mary Heeren seconded the motion a roll call vote was taken and the motion was approved. The board discussed pay for the position. Gwen Fischer made a motion for \$14 an hour and Judy Kampwerth seconded it. A roll call vote was taken and the motion was approved. Kim Miller will start Tuesday, August 16th.

Gwen Fischer made a motion to adjourn the meeting, Mary Heeren seconded the motion, and the meeting was adjourned. The next meeting is scheduled for Wednesday October 11, 2022 at 8:00 p.m.

Jean Steinman, President

Yvonne Ratermann, Secretary

BREESE LIBRARY BOARD MINUTES

Secretary's Report 10/11/2022

The meeting was called to order at 8:00 p.m. on Tuesday, Oct. 11, 2022 by Vice President Angie Becker.

Trustees present: Bonnie Holzinger, Yvonne Ratermann, Jim Sprengel, Cyndi Riley, Angie Becker, Judy Kampwerth, Gwen Fischer, and Mary Heeren (Via Zoom).

Trustees absent: Jean Steinman

Also attending: Kelly Zurliene, Library Director

Secretary's Report: A quorum was established. Gwen Fischer made a motion to accept the Secretary's Report, Judy Kampwerth seconded it and the Secretary's Report was accepted.

Treasurer's Report: Yvonne Ratermann made a motion to accept the Treasurer's Report and Angie Becker seconded it. A roll call vote was called and the motion was approved.

Librarian's Report: Kelly reported:

- Storytime in the evening has a full enrollment of 17 children. The morning class has seven 7 children enrolled.
- Book Club has 50 members enrolled who meet once a month.
- The Breese Historical Society did a display in the library with items from the South Mine. They will have a dedication of the South Park; it will now be called Miners Park.
- The Breese Public Library is participating in the Library Crawl with 125+ libraries active. The Crawl was Oct 1 – Oct 31st. The drawing will be November 1st.
- Sandra Pfeifer did a presentation on Oct. 5 showing her film about peaceful protesting on October 5, 2022, from 6-7 pm. The film is called, "Thirty-Nine Counties: Civic Engagement in the Land of Lincoln."

Finance: A check for \$8766.35 was received from Sugar Creek Financial Corporation from the liquidation of Tempo Bank. A motion was made by Cyndi Riley to put money into the Scott Credit Union account and Bonnie Holzinger seconded the motion. After much discussion, it was tabled until Jean will inquire with the bank and the city auditor.

The library received property tax distribution check #2 of 4.

Unfinished Business: No Report

New Business: No Report

Motion to adjourn the meeting was made by Gwen Fischer and seconded by Bonnie Holzinger.

The meeting was adjourned at 8:30 p.m.

The next meeting is scheduled for Tuesday, November 8, 2022, at 8:00 p.m.

Angie Becker, Vice President

Yvonne Ratermann, Secretary

BREESE LIBRARY BOARD MINUTES

Secretary's Report 11/8/2022

The meeting was called to order at 8:03 p.m. by President Jean Steinman.

Trustees present: Bonnie Holzinger, Yvonne Ratermann, Cyndi Riley, Angie Becker, Gwen Fischer, Jean Steinman, Jim Sprengel and Mary Heeren (via Zoom).

Trustees absent: Judy Kampwerth

Also attending: Kelly Zurliene, Library Director

Secretary's Report: A quorum was established. Cyndi Riley made a motion to accept the Secretary's Report, Angie Becker seconded it, and the Secretary's Report was accepted.

Treasurer's Report: Angie Becker made a motion to accept the Treasurer's Report and Yvonne Ratermann seconded it. A roll call vote was called and the motion was approved.

Librarian's Report: Kelly reported:

- December will be open enrollment for insurance for the full-time staff members.
- There were 64 visitors for the Library Crawl; overall, it was a very successful program.
- There will be a special Christmas-themed Storytime held on Dec. 5th at 6pm. The next regular Storytime series will be January through March.
- Book Club will have a Book Tasting to vote on next year's books.

Committee Reports: Building: No Report

Finance: The interest from the Tempo liquidation account was refunded and added to the refund. This was then deposited into the new account.

There will be a Truth in Taxation hearing on November 29, so the City of Breese can recover funds that were previously funding the TIF District.

Unfinished Business: No Report

New Business: Safety: Employees and Patrons - Kelly purchased a first aid kit.

Cyndi Riley made a motion to adjourn the meeting at 8:44 p.m. and it was seconded by Angie Becker.

The next meeting is scheduled for Tuesday, December 13, 2022, at 8:00 p.m.

Jean Steinman, President

Yvonne Ratermann, Secretary

BREESE LIBRARY BOARD MINUTES

Secretary's Report 12-13-22

The meeting was called to order at 8:03 p.m. by President Jean Steinman.

Trustees present: Bonnie Holzinger, Cyndi Riley, Gwen Fischer and Jean Steinman. Jim Sprengel, Judy Kampwerth and Mary Heeren attended via Zoom.

Trustees absent: Angie Becker and Yvonne Ratermann

Also attending: Kelly Zurliene, Library Director, and Gary Usselman, City Council Liaison.

Secretary's Report: A quorum was established. Bonnie Holzinger made a motion to accept the Secretary's Report and Gwen Fischer seconded it. The Secretary's Report was accepted with all ayes.

Treasurer's Report: Mary Heeren made a motion to accept the Treasurer's Report and Judy Kampwerth seconded it. A roll call vote was called and the motion was approved.

- TIF 1 ends at the end of 2022 and will result in increased tax revenues as a result
- ComputerShare/Sugar Creek Financial Corporation tax withholding refund has been referred to the city's auditor for resolution
- The Mobile Home tax distribution payment was received (\$5,312.81)

Librarian's Report: Kelly reported:

- The 2023 calendar was updated with observed holidays and early closings
- The City of Breese health insurance is switching to United Healthcare on January 1, 2023

Committee Reports:

Building: No Report

Finance: No Report

Unfinished Business:

- The board reviewed building and personnel safety information received from other small, rural libraries and discussed security options for the library. Kelly will contact Kurt Detmer with the Breese Police Department to get information on the city's security system.

New Business: No Report

Bonnie Holzinger made a motion to adjourn the meeting at 8:37 p.m. and it was seconded by Cyndi Riley.

The next meeting is scheduled for Tuesday, January 10, 2023 at 8:00 p.m.

Jean Steinman, President

Gwen Fischer, Acting Secretary