

BREESE LIBRARY BOARD MINUTES

Secretary's Report - 04/09/24

The meeting was called to order at 8:03 p.m. by Treasurer Judy Kampwerth.

Trustees present: Gwen Fischer, Mary Heeren, Bonnie Holzinger, Allison Netemeyer, Cyndi Riley and Jim Sprengel. Jean Steinman attended via phone call.

Trustees absent: Angie Becker

Also attending: Kelly Zurliene-Library Director

Secretary's Report: A quorum was established. Mary Heeren made a motion to accept the Secretary's Report and Cyndi Riley seconded it. The motion was approved with all ayes.

Treasurer's Report: Allison Netemeyer made a motion to accept the Treasurer's Report and it was seconded by Gwen Fischer. The motion was approved on a roll call vote. Kelly reported on the following:

- Additional donations were received in memory of Yvonne Ratermann
- She made a large purchase of VOX books as they have been very popular with patrons

Librarian's Report: Kelly reported on the following:

- Story Time started today
- Hot spots are being checked out by the patrons

Committee Reports:

Building: Kelly reported that Don Voss added weather stripping on the outside of the double doors on the south side of the building. They are going to see if this prevents water from coming in during inclement weather. If so, they may not need to replace the double doors.

Finance: The Budget for Fiscal Year May 1, 2024 to April 30, 2025 was discussed. Following the discussion, a budget of \$281,775 was approved on a motion by Bonnie Holzinger and seconded by Cyndi Riley. The motion was approved with all ayes. Budget breakdown is listed below:

Expenses	Budgeted Amount
Books & Materials	\$20,000
Building/Furniture/Remodel	\$8,000
Computer Hardware	\$4,000
Computer Software	\$1,000
E-book & Digital	\$2,000
Employee Insurance	\$34,175
Janitorial Supplies	\$2,500
Meetings & Mileage	\$300
Miscellaneous Expense	\$3,500
Office Supplies	\$5,000
Payroll Expenses	\$170,000
Postage	\$300
Printer & Copy Machine Agreements	\$6,000
Programs	\$6,000
Repairs & Maintenance	\$3,000
System Subscriptions & Dues	\$6,000
Telephone & Automation	\$4,000
Utilities	\$6,000
TOTAL	\$281,775

Books: No report

Unfinished Business: None

New Business: At 9:18 p.m. Allison Netemeyer made a motion to go into executive session to discuss payroll. Mary Hereen seconded the motion. The executive session was closed at 9:56 p.m. on a motion by Cyndi Riley and seconded by Bonnie Holzinger.

Following the discussion, on a motion by Jean Steinman and seconded by Bonnie Holzinger, the board approved staff payroll increases.

The meeting was adjourned at 9:57 p.m. on a motion by Allison Netemeyer and seconded by Judy Kampwerth.

The next meeting is scheduled for Tuesday, May 14, 2024 at 8:00 p.m.

Judy Kampwerth, Treasurer for
Jean Steinman, President

Gwen Fischer, Secretary