

BREESE LIBRARY BOARD MINUTES

Secretary's Report - 04/08/25

The meeting was called to order at 7:45 p.m. by President Angie Becker.

Trustees present: Angie Becker, Jamie Fields, Gwen Fischer, Bonnie Holzinger, Judy Kampwerth, Allison Netemeyer, Angela Richter, Cyndi Riley and Jean Steinman.

Trustees absent: None

Also attending: Library Director Kelly Zurliene

Secretary's Report: A quorum was established. Angie Becker made a motion to accept the Secretary's Report and Judy Kampwerth seconded it. The motion was approved with all ayes.

Kelly informed the board that the Special Needs Storytime with Community Link has been tabled for now.

Treasurer's Report: Bonnie Holzinger made a motion to accept the Treasurer's Report and it was seconded by Allison Netemeyer. The motion was approved on a roll call vote.

Librarian's Report:

- A. Sidney Breese flag display in the Magazine Room, Breese Historical Society.
 - Kelly reported that Janice Beckemeyer from the Breese Historical Society said they are going to display a photo of the flag mounted on acrylic and an 8x10 inch photo of Sidney Breese with an accompanying story. They will also display the actual flag folded in a wooden box which will be mounted above the magazine cases. The Society decided to move ahead with the display this year and not wait for their grant to come through.
- B. Fiscal Year Budget: May 1, 2025 to April 30, 2026
 - The budget for the new fiscal year was discussed in detail. Following the discussion, a budget of \$300,000 was approved on a motion by Angie Becker and seconded by Gwen Fischer. The motion was approved with all ayes. The budget breakdown is listed on the next page.
- C. Personnel Salary/Wages in Closed Session (covered under New Business)
- D. Outdoor Benches in front of the library
 - Kelly shared with the board photos of outdoor benches manufactured by several different companies. The board narrowed down their choices to two bench styles. Kelly will contact the companies to get more details on colors, materials and mounting options. She will share her findings with the board next week.

Expenses	Budgeted Amount
Books & Materials	\$17,500
Building/Furniture/Remodel	\$12,000
Computer Hardware	\$4,000
Computer Software	\$1,500
E-books & Digital	\$2,500
Employee Insurance	\$42,000
Janitorial Supplies	\$2,200
Meetings & Mileage	\$300
Miscellaneous Expense	\$4,000
Office Supplies	\$5,000
Payroll Expenses	\$175,000
Postage	\$300
Printer & Copy Machine Agreements	\$6,000
Programs	\$6,000
Repairs & Maintenance	\$2,000
System Subscriptions & Dues	\$10,000
Telephone & Automation	\$3,200
Utilities	\$6,500
TOTAL	\$300,000

Unfinished Business:

A. Building Committee updates:

- Landscaping Bid Approval - After a short discussion on the landscaping plans Kelly presented to the board, Angie Becker made a motion to proceed with the new landscaping with an expense cap of \$8,500. Gwen Fischer seconded the motion and it was approved on a roll call vote.

New Business:

A. Library Director position

- Kelly informed the board she will be leaving the library director position to pursue other career opportunities. The Library is looking for a new Library Director and will be accepting resumes until April 14, 2025.

B. Personnel Salary/Wages

- At 9:01 p.m. Bonnie Holzinger made a motion to go into Executive session to discuss payroll. Gwen Fischer seconded the motion. The executive session was closed at 10:30 p.m. on a motion by Allison Netemeyer and seconded by Cyndi Riley.

Back in regular session, Cyndi Riley made a motion to approve the proposed raises. Jamie Fields seconded the motion and it was approved on a roll call vote with all ayes.

The meeting was adjourned at 10:31 p.m. on a motion by Angie Becker and seconded by Angela Richter.

The next meeting is scheduled for Tuesday, May 6, 2025 at 8:00 p.m.

Angie Becker, President

Gwen Fischer, Secretary