



**Board of Trustees March Business Meeting  
Monday – March 20, 2023 - 7:00 PM  
Minutes**

The meeting was called to order at 7:01pm by President R. Ott.

Quorum was present: Trustees: Kerry Adams, Heather Baxter, Amanda Bement, Kathleen Honchen, Randy Ott, Jill Persson. Absent Trustees: Amy Hart, Susan Johnson, Nancy Johnsen. Director Jordan Schneider; Treasurer Jan Boor. Guest Mary Zingerella.

Discussion with Public or Employees: no discussion.

APPROVE MINUTES – Motion was made by J. Persson to approve the minutes from the February 27, 2023 regular board meeting. Motion carried, 6-3.

**FINANCES AND EXPENDITURES:**

TREASURER’S REPORT – presented by J. Boor.

CLAIMS REVIEW REPORT – presented by K. Honchen.

A motion is made by K. Adams to authorize payment of \$68.39 for unpaid bills and approve \$3,629.52 for claims paid prior to board approval, including debit card payments, and together total \$3,697.91 as presented on the abstract. Motion carried, 6-3.

| Unpaid Claims |              |          |
|---------------|--------------|----------|
| Vendor        | Invoice date | Amount   |
| B&T           | 2/23         | \$ 12.85 |
| B&T           | 2/9          | \$ 55.54 |
|               |              | \$ 68.39 |

**Claims Paid Prior to Approval**

| Checks             |           |             |             |
|--------------------|-----------|-------------|-------------|
| Vendor             | Voucher d | Check/Debit | Amount      |
| M. Bailey          | 2/2       | 4134        | \$ 191.89   |
| M. Bailey          | 2/3       | 4135        | \$ 14.26    |
| M. Bailey          | 2/17      | 4136        | \$ 20.00    |
| R. Wizeman         | 3/7       | 4142        | \$ 19.59    |
| M. Bailey          | 2/28      | 4143        | \$ 37.64    |
| Demco              | 3/5       | 4144        | \$ 1,601.99 |
| Quill              | 3/7       | 4146        | \$ 174.97   |
| OWWL               | 3/7       | 4147        | \$ 100.08   |
| Whiteman, Osterman | 3/7       | 4148        | \$ 500.00   |
|                    |           | subtotal    | \$ 2,664.17 |
| Debits             |           |             |             |
| Amazon             | 2/1       | debit       | \$ 9.99     |
| Wegmans            | 2/3       | debit       | \$ 40.93    |
| Lowe's             | 2/3       | debit       | \$ 106.46   |
| Amazon             | 2/9       | debit       | \$ 27.98    |
| Amazon             | 2/12      | debit       | \$ 27.98    |
| Amazon             | 2/13      | debit       | \$ 4.99     |
| Amazon             | 2/13      | debit       | \$ 4.99     |
| Lowe's             | 2/13      | debit       | \$ 208.14   |
| Amazon             | 2/14      | debit       | \$ 41.98    |
| Amazon             | 2/20      | debit       | \$ 33.18    |
| Amazon             | 2/20      | debit       | \$ 13.59    |
| Amazon             | 2/20      | debit       | \$ 7.99     |
| Amazon             | 2/20      | debit       | \$ 185.21   |
| Amazon             | 2/21      | debit       | \$ 19.96    |
| Dollar General     | 2/21      | debit       | \$ 9.68     |
| Amazon             | 2/22      | debit       | \$ 18.99    |
| Amazon             | 2/22      | debit       | \$ 9.86     |
| Amazon             | 2/22      | debit       | \$ 6.80     |
| Amazon             | 2/22      | debit       | \$ 100.00   |
| Amazon             | 2/26      | debit       | \$ 19.95    |
| Joanns             | 2/25      | debit       | \$ 20.36    |
| Amazon             | 2/27      | debit       | \$ 46.34    |
|                    |           | subtotal    | \$ 965.35   |
|                    |           | TOTAL       | \$ 3,629.52 |

DIRECTOR'S REPORT – was presented by library director J. Schneider.

A motion is made by K. Adams to grant approval for the Director to attend the NYLA Conference, November 1 -4, 2023 at Saratoga Springs, NY. Motion carried, 6-3.

A motion is made by K. Honchen to approve the 2022 Annual Report as presented. Motion carried, 6-3.

**COMMITTEE REPORTS:**

PERSONNEL – report presented by J. Persson.

FINANCE – report presented by R. Ott.

FACILITIES – report presented by K. Adams.

NOMINATING – report presented by A. Bement.

LONG-RANGE PLANNING – report presented by J. Persson.

POLICY – no report.

CORRESPONDENCE AND COMMUNICATION – presented by R. Ott.

UNFINISHED BUSINESS – nothing to report.

NEW BUSINESS – presented by R Ott.

A motion is made by K. Adams to adopt a budget for the 2023-2024 Fiscal Year with a tax levy of \$259,763 and to place the proposition before the voters on Tuesday, June 6, 2023 in the library.  
Motion carried, 6-3.

ADJOURNMENT – A motion is made by J. Persson to adjourn the meeting at 8:18pm.  
Motion carried, 6-3.

NEXT MEETING: Monday, April 17, 2023 at 7:00pm.  
Submitted by K. Honchen, Secretary