

CPL Monthly Board of Trustees Meeting Wednesday, April 19, 2023 at 6:30 pm

Agenda

1. Call to Order - 6:31pm

2. Adoption of agenda with an addition of a transfer of \$20k from the money market account to regular checking.

Jason made the motion, Patrick seconded the motion, motion carried in favor.

3. Approval of prior meeting minutes with a corrections

Patrick made the motion, Jason seconded the motion, motion carried in favor.

4. Period of public expression - nothing at this time

5. Correspondence -

The Village of Corfu sent a notice that there will be an increase to the benefit assessment portion of the Village of Corfu property tax due to the Waste Water Treatment PLant UV Disinfection System Project.

6. Treasurer/Finance Officer's Report

a. Monthly report

Kristie made a motion to approve the Treasurer's report, Jason seconded the motion, motion carried in favor.

b. Approval of bills

Kristie made a motion to approve the bills, Jason seconded the motion, motion carried in favor.

C. Transfer of \$20k from the money market account to regular checking.

Patrick made a motion, Jason seconded the motion, motion carried in favor.

7. Director's Report - available under separate cover

- Kristie made the motion to accept the survey proposal from Nussbaumer & Clarke, Inc.. Patrick seconded the motion, motion carried in favor.

8. Committee Reports -

a. Budget subcommittee

i. Draft budget

- Patrick and Diana met to start drafting the preliminary budget. We will vote to approve the budget in the May meeting.

b. Personnel committee

- A potential part time clerk position is still in discussion.

c. Buildings and Grounds

- Jason is completing a scope to give to Ann Black's husband for a quote for the grant.

d. Policy committee

i. 5 year review

The policy committee met and reviewed the policies. The policy committee is proposing the following policy changes:

- change the credit card limit from \$1,000 to \$2,500
- remove this line from the pandemic policy: *In the event of an extended closure, overdue charges will be waived.* (We don't charge overdue fees anymore and any overdue fees would come from materials borrowed from other libraries which we can't control...this is also addressed elsewhere in the policies)
- make the following changes: The library director is a salaried position per the director's annual review ~~part time employee with a 28 hour workweek~~. The Board of Trustees recognizes that managing the library requires flexibility, and at times adjustments to hours may be appropriate to meet the needs of the library.

Kristie made the motion to accept the committee's proposed changes, Jason seconded the motion, motion carried in favor.

- Lisa Erickson from NIOGA is checking on whether or not we can change our bylaws to decrease the number of trustees and term limits.

9. Unfinished Business

a. May budget vote and trustee election

Michael Plitt is the only trustee candidate that submitted a petition.

10. New Business

a. Open/close dates for 2023-24

- May 13, 2024 & June 17, 2024 - changed the meeting dates for next year because of the annual NIOGA dinner and Juneteenth
- Diana submitted a holiday closing schedule for the 2023-2024 fiscal year.

Patrick made the motion to approve the schedule of dates as presented,, Jason seconded the motion, motion carried in favor.

B. Quote from the lawyer-

Kristie made the motion to accept the proposal from Stephanie A. Adams to proceed with the Judicial Order and the Deed Recording. Julie seconded the motion, motion carried in favor.

11. Adjournment - 8:05 pm

Julie made the motion to adjourn, Patrick seconded the motion, motion carried in favor.

