

## **CPL Monthly Board of Trustees Meeting**

Wednesday, December 18th, at 6:30 pm

Present: Jason, Michael P, Michael H, Stephanie, Patrick, Katherine

Also present: Diana Reding

### **Agenda**

1. Call to Order - 6:36

2. Adoption of agenda

Katie made the motion, Stephanie seconded the motion, and the motion passed in favor.

3. Approval of prior meeting minutes from November 20th as amended

Stephanie made the motion, Patrick seconded the motion, and the motion passed in favor.

4. Period of public expression - none

5. Correspondence

a. Received a letter for the IRS, will refer to the Complete Payroll.

6. Treasurer/Finance Officer's Report

a. Monthly report - Katie motioned to approve the monthly Treasurer's report, Michael P seconded the motion, and the motion passed in favor.

b. Approval of bills - Stephanie made the motion to approve the payment of the monthly bills, Katie seconded the motion, and the motion passed in favor.

c. Transfer of funds - Stephanie made a motion to move \$20k from the money market account to the payroll account, Katie seconded the motion, and the motion passed in favor.

7. Director's Report - available under separate cover

8. Committee Reports -

- a. Finance subcommittee (Patrick, Michael H)
- b. Personnel Committee (Jessica, Stephanie)
  - i. County civil service approved the non competitive groundskeeper position
- c. Buildings and Grounds (Katie, Michael P)
- d. Policy Committee (Michael P, Katie, Stephanie)
- e. Community outreach committee (Katie, Michael P, Jessica)

9. Unfinished Business

10. New Business

- a. Motion by Patrick, 2nd by Michael P to go into Executive Session at 8:03 to complete 2024 library director review.
- b. Motion by Patrick, 2nd by Michael H to go out of Executive Session at 8:20

11. Adjournment 8:30 pm - Patrick motioned to adjourn the meeting, Stephanie seconded the motion, and the motion passed in favor.

A handwritten signature in black ink, appearing to be "Michael P", written in a cursive style.