

## NEUSCHAFER COMMUNITY LIBRARY BOARD MEETING

Date: January 13, 2020

Present: Ruth Ann Heeter, Doug Nowak, Betty Ulman, Natalie Snyder.

Absent: Mike Abraham, Bobbi Marks. The meeting was called to order at 8:06 a.m. by Ulman.

**Public input:** None.

**Treasurers report:**

Donation Checking Account (Premier Community Bank) as of 12/31/19 : \$64,488.46.

Donation Money Market Account (Farmer's State Bank). as of 12/31/19: \$21,381.32.

Fines and Fees Account (Premier Community Bank) as of 12/31/19: \$390.54

Motion by Heeter to accept. Second by Nowak. Motion carried.

**Director's Report:**

Dated 1/13/20 was presented.

**Action Items:**

**Minutes:**

Minutes from the December 9, 2019 meeting were reviewed.

Motion to accept by Heeter, second by Ulman. Motion carried.

**Monthly budget bills** were presented for November 13, 2019-January 15, 2020.

Motion by Nowak to accept. Second by Heeter. Motion carried.

**The Budget Update Report** as of 12/31/19 was presented.

Motion by Heeter, second by Nowak to approve payment of library subsidy to the Village of Fremont in the amount of \$9,274. Motion carried.

Motion to recognize a Library Page position as per the presented job description by Nowak, second by Ulman. Motion carried.

Discussion was held on a "Fine Free Library Policy" for late returned books. Action was tabled for next meeting.

The Fire Inspection of the Library was ok. A work island will be added in the center of the office to help with clutter.

\$300 was spent on books from the nic Foundation.

Discussion was held on what could be done to improve Library/School relationship. The Director will meet with librarians at area schools and present what our Library can offer classes.

The Department of Public Instruction report is due the end of February so motion was made by Ulman, seconded by Heeter to move the Library Board meeting to February 24 at 8 a.m. Motion carried.

No action was taken of the review of the 2019 Budget vs Actual.

A review of Trustee Essentials was presented regarding the Annual Report.

Friends of the Library presented an update on activity. A new Board of Directors was selected. Louis Thauer is the new President. Meeting of Friends will now follow the Library Board meetings.

**Adjournment:** Motion to adjourn the meeting at 8:54 a.m. by Nowak, second by Heeter. Motion carried.

**Next meeting:** February 24, 8 a.m.

Respectfully submitted, Ruth Ann Heeter, Secretary