

NEUSCHAFER COMMUNITY LIBRARY BOARD MEETING

Date: February 24, 2020

Present: Mike Abraham, Ruth Ann Heeter, Bobbi Marks, Doug Nowak,, Natalie Snyder.
Absent: Betty Ulman.

The meeting was called to order at 8:00 a.m. by Abraham.

Public input: None.

Treasurers report:

Donation Checking Account (Premier Community Bank) as of 1/31/20 : \$57,890.64.
Donation Money Market Account (Farmer's State Bank). as of 1/31/20: \$21,381.32.
Fines and Fees Account (Premier Community Bank) as of 12/31/19: \$390.54
Motion by Heeter to accept. Second by Marks. Motion carried.

Director's Report:

Dated 2/27/20 was presented.

Action Items:

Minutes:

Minutes from the January 13, 2020 meeting were reviewed.
Motion to accept by Nowak, second by Heeter. Motion carried.

Monthly budget bills were presented for January 14, 2020 through Feb 28, 2020.
Motion by Marks to accept. Second by Nowak. Motion carried.

The Budget Update Report as of 1/31/20 was presented. The 2019 budget versus expenses was reviewed.

Motion by Marks, second by Nowak directing Snyder to speak with Faye Wilson regarding a donation check received. The donation was intended for the Friends of the Library but was written to the Library. It will be determined if a check will be issued to Faye Wilson and she writes a new check made out to Friends, or if the Library writes a check to Friends. Motion carried.

Discussion was held regarding facility usage policies.

Discussion was held regarding the process for handling facility issues. Notes of needs should be left on Ken's desk. Ken should communicate with the Village regarding needs he cannot directly handle.

Motion by Marks, second by Nowak to sign and submit the Department of Public Instruction report.
Motion carried.

The Library will now be open on Fridays until 6 p.m.

Friends of the Library Update. None.

There will be no meeting in March.

Adjournment: Motion to adjourn the meeting at 8:35 a.m. by Marks, second by Nowak Motion carried.

Next meeting: April 13, 8 a.m.

Respectfully submitted, Ruth Ann Heeter, Secretary