

Minutes of August 16, 2023 Board meeting  
Pauline Haass Public Library

Called to order: 6:00 p.m.

Roll call: Bougie, Carran, DeLonge, Jilling, Hacker, Kojis, Wegner present; Also present: Bahnaman, Assistant Director; Absent: Roubik, Schultz, Vande Hei, Zoellick.

Bougie/DeLonge motion to accept minutes of July 19, 2023 Board meeting as presented; motion carried.

Comments from citizens present: none.

Communications received by Board members or Director: none.

Financial report: Revenue and Expenditure Guidelines for July 2023 accepted as presented by Carran/Kojis motion; motion carried.

Prepaid bills in the amount of \$304.00, P-Card bills in the amount of \$4,201.25, June 2023 bills in the amount of \$14,751.81, July expenses in the amount of \$77,747.50 approved as presented by Carran/Jilling motion; motion carried.

Director's report: Bahnaman reviewed items in her written report and other items as followed by the agenda.

New Business:

Following a review of the HVAC Software Replacement, Hacker/DeLonge motion to accept two bids instead of the three required in the purchasing policy; motion carried. Hacker/Jilling motion to move forward with current contractor bid; motion carried. Hacker/Carran motion to purchase using capital funds; motion carried.

Following the review of the revised Meeting Room Policy, Carran/Kojis motion to approve; motion carried.

Meeting adjourned at 6:19 p.m. by Wegner/Hacker motion.

Respectfully submitted,  
Jennifer Bahnaman  
Assistant Director

Minutes prepared by Lisa Ponto, Administrative Services Manager  
Minutes approved by Library Board, September 20, 2023