

Minutes of March 20, 2024 Board meeting
Pauline Haass Public Library

Called to order: 6:03 p.m.

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

Bougie/Jilling motion to approve minutes of February 21, 2024 Board meeting; motion carried.

Comments from citizens present: none.

Communications received by Board members or Director: Bougie and Vande Hei attended Monday, March 18, 2024 Friends of PHPL meeting and Bougie appointed nominating committee of Vande Hei and Kojis.

Financial report: Revenue and Expenditure Guidelines for February 2024 accepted as presented by Vande Hei/Zoellick motion; motion carried.

Prepaid bills in the amount of \$7,084.00, P-Card bills in the amount of \$4,933.43, February 2024 bills in the amount of \$17,070.43, Closing expenses in the amount of \$47,463.57, February expenses in the amount of \$70,089.21 approved as presented by Carran/Hacker motion; motion carried.

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

New Business:

The board discussed the revision of the Library's 2023 annual report to the state reflecting year-end numbers, Bougie/Vande Hei motion to approve the revision as presented; motion carried.

Following the review of the designation of the operating fund reserves, Vande Hei/Kojis motion to allocate as presented; motion carried.

Following the discussion of the IT services update, Carran/Jilling motion to create contract with Ignatek; motion carried.

Reviewed the Trustee Essentials 19: Library Director Certification document; no action taken.

Meeting adjourned at 7:38 p.m. by Roubik/Bougie motion.

Respectfully submitted,
Adele Loria
Director

Minutes prepared by Lisa Ponto, Administrative Services Manager
Minutes approved by board April 17, 2024