

Atkins Public Library
Board Meeting Minutes
Wednesday, January 18th, 2023

Interim President Mike Less called meeting to order. Present: Terry Carney, Donna Scheer, Pamela Duball, Mike Less and Michelle Lochner.

Donna Scheer made motion to approve secretary's report. Terry Carney second.

Financial report was reviewed. Board would like to see an itemized list each month of any items that are coming out of our budget. Pamela did have a conversation with Amy about this. Will continue to work on this with Amy.

Pamela went over the proposed budget with the board. New line was added for training and makerspace.

Terry Carney made motion to approve bills listed. Michelle Lochner second motion.

Motion was made by Terry Carney to raise limit for Director (Pamela Duball) to \$1000.00. Anything over that limit will need approval before spending. Donna Scheer second the motion. Board approved.

Motion was made by Terry Carney to raise CC limit for Director (Pamela Duball) from \$500.00 to \$1000.00. Michelle Lochner second the motion. Board approved.

Pamela shared some differences in how the library should be doing their Holidays. Pamela asked City Hall for a copy of the city Holidays and Amy did not have anything. Board talked about reverting back to what the old city handbook reads. Talked about when a holiday falls on a Sunday. How that affects our Saturdays. We will review policy further.

Pamela gave Directors report on statistics, overdrive and check in/outs for month. Shared PBS Steam Trailer coming end of July. Shared how the summer reading program will look a bit different this year.

Next Library Board meeting set for February 8th at 4:00pm.

Donna Scheer motioned to adjourn meeting. Terry Carney second motion.

Minutes approved:  Date: 1-18-2023

Mike Less, Interim President