

Atkins Public Library
Board Meeting Minutes
Monday, June 19th, 2023

President John Fiala called the meeting to order. Present: John Fiala, Donna Scheer, Pamela Duball, and Michelle Lochner.

Donna Scheer made a motion to approve the secretary's report. John Fiala seconded the motion. Motion carried.

Old Business

Quill bill approved to be paid on 05/01/2023 Board meeting has not been paid.

New Business

Director received a gift card donation for the summer reading program, Michelle Lochner made a motion to approve the director spending the gift card for the summer reading program and providing receipts to document how money was spent.

Library director requested a copy of the revenue report and updated expense report on 06/14/2023 but as of this meeting, it has not been received.

Board needs one more member, Director emailed Mayor on 06/14/2023 about replacement. No response as of meeting 06/19/2023.

Review of bills approved at 06/05/2023 board meeting, only 3 of 17 bills were paid.

Library board needs to meet with city hall to clarify the bill paying process and communication between the library board and city hall.

Review Budget for upcoming fiscal year. Michelle Lochner made a motion to approve the proposed budget for 7/2023 through 6/2024. Donna Scheer seconded. Motion passed.

Donna Scheer made a motion to approve paying bills, John Fiala seconded. Motion passed.

Baker & Taylor	2037569746	\$27.34
Baker & Taylor	H65170370	\$82.56
DEMCO	7323039	\$1,141.33
Access Systems	INV1391428	\$3,245.74

Next meeting July 3, 2023.

Donna Scheer motioned to adjourn the meeting. Michelle Lochner seconded the motion. Motion carried.

Minutes approved: John Fiala Date: 6/19/23

John Fiala, President

Minutes approved: Michelle Lochner Date: 06-19-2023

Michelle Lochner, Secretary