

MANHATTAN-ELWOOD PUBLIC LIBRARY DISTRICT BOARD MINUTES

May 23,2022

The regular meeting of the Board of Trustees, Manhattan-Elwood Public Library District was called to order at 4:32 pm.

ROLL CALL: Present: (voting members): Sharon Gill, Patti Blatti, Julie Mason, Keri English, Jan Krekel

Absent: Krislette Smeets

Library Staff: Ashley Hopper, Director; Marcy Juarez, Admin. Assistant

CHANGES TO AGENDA: None.

PUBLIC COMMENT: None.

AUDIENCE TO VISITORS: Tom Murray interested in Board position to replace Robert Braam.

MINUTES: Minutes from April 25, 2022 board meeting were approved as written.

CORRESPONDENCE: None

FINANCIAL REPORTS: April Financials will be filed as presented.

PAYMENT OF SPECIAL BILLS: None.

DIRECTOR'S REPORT: Director Hopper reported that there was discussion to partner with the Historical Society to work on digitizing our Manhattan American newspaper and census data. The trustees were reminded to get their FOIA and OMA certificates filed as part of their annual training.

COMMITTEES:

Budget Committee - Presentation of the 2022-2023 Working Budget. A motion was made to approve the 2022-2023 Working Budget Trustee English and seconded by Trustee Mason. Motion passed unanimously with a roll call vote (Smeets not present).

ESSENTIAL BUSINESS:

Operations & Hours Update: There are no changes to hours or operations at this time.

Elwood Accessory Building: The cost analysis for constructing this building came back at an estimate of \$150K. The library will begin looking into land options for purchasing property as an investment to house the accessory building.

School/Park Partnership: The library was informed that they would not be a part of the new school project due to the laws surrounding the public library and shared space with the public schools.

Interview and Appoint new Trustee- Tom Murray was introduced and interviewed by the Board for the newly open position due to Robert Braam's resignation. A motion was made to appoint Tom Murray to the Board for the remainder of Robert Braam's term by Trustee English and seconded by Trustee Mason. Motion passed unanimously with a roll call vote (Smeets not present).

Non Resident Fee -This is an annual obligation to decide how a non-resident card fee will be determined. The library has used the tax bill method in the past and will need a formal vote to continue using this method. A motion was made to use the tax bill method to determine the non-resident fee by Trustee Blatti and seconded by English. The motion passed unanimously with a roll call vote (Smeets not present).

Ordinance 22-2 - Ordinance to close the Building Fund and transfer the funds to the Special Reserve Fund. A motion was made to close the Building Fund and move that money to the Special Reserve Fund by Trustee English and seconded by Trustee Blatti. The motion was passed unanimously with a roll call vote (Smeets not present).

Ordinance 22-3 - Ordinance to close the Impact Fund and transfer the funds to the Special Reserve Fund. A motion was made to close the Impact Fund and move that money to the Special Reserve Fund by Trustee English and seconded by Trustee Mason. The motion was passed unanimously with a roll call vote (Smeets not present).

Ordinance 22-4 - Ordinance to transfer unused funds from the Misc line item to the Special Reserve Fund. A motion was made to transfer a total of \$88,887 to the Special Reserve Fund by Trustee Blatti and seconded by Trustee Mason. The motion was passed unanimously with a roll call vote (Smeets not present).

ADJOURNMENT:

The meeting adjourned at 6:02 pm.

Respectively submitted,

Marcy Juarez, Administrative Assistant