

CISSNA PARK COMMUNITY LIBRARY
BOARD OF TRUSTEES
MEETING
March 18, 2024

CALL TO ORDER AND ROLL CALL

President Larry Hofbauer called the regular meeting of the Cissna Park Community Library District Board of Trustees to order at 4:34 p.m. on March 18, 2024, with the following trustees and administrators present: Larry Hofbauer; Heidi Breymeyer; Emily Tuttle; Ryan Rogers; Elaine Young; and Donna Jean, Librarian.

APPROVAL OF AGENDA

Heidi Breymeyer made the motion, seconded by Ryan Rogers, to approve the Agenda as presented. Vote: ayes, all. Motion carried.

APPROVAL OF MINUTES

Emily Tuttle made the motion, seconded by Heidi Breymeyer, to approve the minutes of the January 22, 2024, regular meeting as presented. Vote: ayes, all. Motion carried.

TREASURER'S REPORT – INVESTMENT POLICY REPORT

In the absence of Ms Steiner, Donna Jean gave the treasurer's report with an interest income in the Money Market of \$79.55, a balance on hand in the Money Market as \$88,607.69, and interest income in the NOW account of \$14.34 and a balance in the NOW account as \$7,572.11, a balance in one CD as \$26,763.06, and a balance in the second CD as \$59,588.16.

Ms Steiner reported that, in conformance with our Investment Policy, all funds except Petty Cash are invested in insured accounts with the Frederick Community Bank.

READING AND ALLOWANCE OF BILLS

Ryan Rogers made the motion, seconded by Emily Tuttle, to approve payment of the bills as presented. Discussion. Roll call vote: Mrs. Breymeyer, yes; Mr. Rogers, yes; Mr. Hofbauer, yes; Mrs. Tuttle, yes; Mrs. Young, yes. Motion carried.

OPPORTUNITY FOR PUBLIC INPUT

None.

COMMUNICATIONS

In her Librarian's Report, Mrs. Jean reported circulation is on track.

Automation systems are working well.

A donation of \$200.00 was for Neighborhood Trees.

In her Library Assistant's Report, Mrs. Jean reported for Mrs. Thomas that Story Hour has 15 children on Thursday.

The Summer Reading Program will about adventure.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Heidi Breymeyer made the motion, seconded by Emily Tuttle to approve the Circulation policy with no amendments. Discussion. Vote: ayes, all. Motion carries.

Emily Tuttle made the motion, seconded by Ryan Rogers to approve the purchase of a new laptop computer through QNS to be used for programs and other mobile activities at an approximate cost of \$1010.00. Discussion. Roll call vote: Mr. Rogers, yes; Mr. Hofbauer, yes; Mrs. Tuttle, yes; Mrs. Breymeyer, yes; Mrs. Young, yes. Motion carries.

Ryan Rogers made the motion, seconded by Heidi Breymeyer to approve the Unattended Children policy with no amendments. Discussion. Vote: ayes, all. Motion carries.

Ryan Rogers made the motion, seconded by Emily Tuttle to approve the Social Networking policy with no amendments. Discussion. Vote: ayes, all. Motion carries.

ADJOURNMENT

Heidi Breymeyer made the motion, seconded by Ryan Rogers, to adjourn the meeting at 5:00 p.m. Discussion. Vote: ayes, all. Motion carried.