

Albion Public Library Board of Trustees—Minutes for September 12, 2023

Call to Order and Roll Call

Meeting called to order at 6:12 p.m. on Tuesday, September 12, 2023.

Librarian and Trustees present were as follows – Roxanna Behnke, Dianne Berger, Sydney Gracyalny, Samantha McDaniel, Rod Minatra, Trevor Ward

Absent members – Melissa Felling, Shelby Harris, Terry Harper, Will Swardstrom

Quorum

Legal Quorum Present – the presence of five (5) Trustees did constitute a legal quorum for discussing and transacting library business.

Reading of Secretary's Report and Approval of the Minutes

August 2023 meeting minutes were reviewed. Sydney Gracyalny made a motion to approve the minutes, Dianne Berger seconded the motion. Motion passed.

Approval of the Treasurer's Report

A summary of the library's accounts were provided by Trevor Ward via email.

Checking - \$92,045.42

Savings - \$7,301.51 + \$661.16 = \$7,962.67

CD's - \$11,233.08 + \$14,413.52 + \$5,764.91 = \$31,411.51

Total assets = \$131,419.60

Sydney Gracyalny motioned to approve the treasurer's report, Samantha McDaniel seconded the motion. Motion passed.

Librarian's Report/Communications

The kids room is filling up with books – the shelves at the top that were previously empty are now filled.

Unfinished Business

None Reported

New Business

1. Debit card/online banking – librarian requested a card to use for expenses that generally run \$100 or less, in efforts to keep better track of expenses. Would request to limit transactions to \$250 or less. Trevor Ward to talk to bank about options, including potential to utilize online banking.
2. Open Meetings Act – requested all board trustees to be certified for the online meetings act. Information provided to the board members to complete by next meeting.

Adjournment

Samantha McDaniel moved to adjourn the meeting, Dianne Berger seconded the motion. Motion passed. The meeting was adjourned at 6:25 p.m.

Minutes submitted by Samantha McDaniel