

**Crab Orchard Public Library
Board of Trustees
Regular Meeting
September 20, 2022**

Call to Order: Vice President Anita Biver called the Board of Trustees regular meeting to order at 6:05pm. Trustees present were Biver, Greg Blumenstock, Maria Brown, Bonnie Kucharski, Susan Rolf and Fran Wachter. President Amanda Barker was absent. Library Director Erin Steinsultz was also present. Vice President Biver called the Budget Hearing to order at 6:05pm. After discussion the Budget was approved for \$208,250.00 by a unanimous roll call vote. Vice President closed the Budget Hearing at 6:22pm.

Public Comment: There was no public comment.

Disposition of Minutes from the Previous Meeting: Rolf made a motion to approve minutes from the previous meeting. Kucharski seconded. Motion carried.

Communications: Erin informed the Board receipt of notice from the Williamson County Board of Review concerning the Dollar General store, d.b.a. Realty Income Corp (DG Retail, LLC) asking for a review and reduction of their property taxes at the Pittsburg store. No action was taken.

Report of the Director: In addition to her written report Erin reported on some Fall activities and her recent ARSL conference in Chattanooga, TN.

Financial report: The financial report was reviewed and was tabled due to questions on how the report is dividing and tabulating categories in the report.

Payment of Bills:

<u>Amanda Barker</u>	\$538.11	Reimbursement for room rent for director at Chattanooga, TN conference. Rolf made a motion to approve payment. Wachter seconded. Motion carried.
<u>Amazon</u>	\$999.92	Supplies Kucharski made a motion to approve payment. Rolf seconded. Motion carried.
<u>D&C Heating</u>	\$669.00	Annual heating and air review, new thermostat Brown made a motion to approve payment. Kucharski seconded. Motion carried.
<u>Erin Steinsultz</u>	\$432.32	Reimbursement for room rent and mileage to Chattanooga, TN conference. Kucharski made a motion to approve payment. Rolf seconded. Motion carried.
<u>HOOPLA</u>	\$360.98	E books Rolf made a motion to approve payment. Brown seconded. Motion carried.
<u>Lazerware</u>	\$526.04	Computer leases and maint fees Brown made a motion to approve payment. Kucharski seconded. Motion carried.
<u>Maier Tidy Bowl</u>	\$320.00	Septic Tank Pumping Rolf made a motion to approve payment. Brown seconded. Motion carried.
<u>Scholastic Library Publishing</u>	\$551.00	Teachable databases Kucharski made a motion to approve payment. Brown seconded. Motion carried.
<u>Snider McCree Actg.</u>	\$683.14	Accounting fees Kucharski made a motion to approve payment. Brown seconded. Motion carried.

Unfinished Business:

a) Programming.

Erin reported on the book reading program and activities for September-November.

b) Library District Demographics and Statistics.

In progress.

c) Bookmobile update.

i) Homebound delivery service

Erin reported no response/activity yet on homebound delivery. Lisa does have a schedule in place for going to Pittsburg with the van and has had some public awareness shown. The schedule to visit Creal Springs is still pending due to a fire in the City Hall.

d) Policy Manual Revisions

i) Non resident card policies

In progress

e) Interfund Borrowing

Erin reported moving \$10,000 from savings to the checking account.

f) Library bookkeeping/accounting services

In progress.

g) Director's Goals/Evaluation

In progress

New Business:

a) Budget Hearing

Handled in item 1) per above.

b) Budget and Appropriations Ordinance No. 2022-01

An ordinance establishing the library budget for the fiscal year July 1, 2022 to June 30, 2023.
Handled in item 1) per above. Budget approved for \$208,250.00.

c) Per Capita required reviews

Erin reported receiving the Per Capita grant in the amount of \$10,069.83.

d) Other

There were no other items for discussion.

Closed Session:

There was no closed session.

Adjournment:

At 7:50pm Wachter made a motion to adjourn. Rolf seconded. Motion carried.