

Library Board of Trustees
Regular Meeting (Hybrid)
December 19, 2023

Approved as amended January 16, 2024

Members Present: Trustees Connie Holz, Constance Euerle via Zoom
Phyllis M Potter, Shari Lane, Robin Ross in person

Staff Present: Darren Hoerner (via Zoom)

Guests Present: none.

Call to Order: Chair Robin Ross called the regular meeting of the Lopez Library Board of Trustees to order at 1:04 pm.

Approval of the Agenda

MSP: Connie Holz moved, Phyllis M Potter seconded, approved unanimously.

Friends of the Library Report as Karen Eames is traveling, Darren reported that, despite some problems with envelopes, their year-end appeal is going well so far.

Prior Month's Minutes Approval

MSP: Constance Euerle moved, Connie Holz seconded approval of the minutes from the November 21, 2023, annual Budget meeting. Motion passed unanimously.

MSP: Shari Lane moved, Constance Euerle seconded approval of the minutes from the November 21, 2023, regular meeting. Motion passed unanimously.

Routine Matters

- Vouchers: 11/01/2023 \$2,203.15; 11/13/2023 \$14,610.77
- Payroll and Benefits: 11/25/23 – salary/hourly \$30,893.36; benefits \$19,910.46
- Surplus: 298; plus, no longer working, obsolete, or no longer of use to the library.

MSP: Phyllis M Potter moved, Connie Holz seconded approval of Voucher, Payroll and Benefit expenses and the surplus count. Motions passed unanimously.

- Financial Report:
Operating cash balance \$199,203.09

Director's Report:

- Darren shared the full director's report via email.
- The Cybersecurity Checkup review is postponed until the next meeting.

New Business:

Holiday Schedule 2024

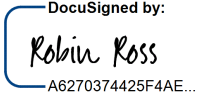
MSP: Connie Holt moved, and Constance Euerle seconded a motion to give staff a half day on Christmas Eve and New Year's Eve, in addition to the already specified Federal holidays and the day after Thanksgiving. The motion unanimously passed.

Executive Session from 1:35-2:00pm to discuss a complaint. No decisions were made; no actions were taken.

Adjournment: With no further business on the agenda, Phyllis M Potter moved, and Shari Lane seconded a motion to adjourn. Motion unanimously passed at 2:00pm

Next **Regular** Meeting: January 16, 2024 (Third Tuesday of the month, noon to 2pm), There will be no need for a Special Meeting this month.

Respectfully submitted: 
06F00B3AEC24438...
Board Secretary

Approved: 
A6270374425F4AE...
Board Chair