

**Clear Lake Public Library
Library Board Meeting
October 3, 2023
Minutes**

Meeting was called to order at 5:00 p.m. by President Marie Bannink.

Quorum was met: Present were Marie Bannink, Jodi Cress, Rosemary Johnson, Dawn Peterson, and Christine LaFond. Kristi Niles had an excused absence.

Modify/Approve Agenda

- Motion was made by Jodi Cress and seconded by Dawn Peterson to approve the agenda. Motion carried.

Approval of the minutes of the August 1, 2023 meeting

- Motion was made by Jodi Cress and seconded by Rosemary Johnson to approve the minutes. Motion carried.

Approval of the payment of the bills

- Motion was made by Jodi Cress and seconded by Dawn Peterson to approve payment of the bills. Motion carried.

School Liaison report – provided by Jodi Cress

- Trunk or Treat will be on Saturday, October 28th
- Fall Sports Playoffs are beginning

Village Liaison report – provided by Marie Bannink

- Campground and Bathrooms will close on October 16th
- Winter Parking rules go into effect on November 1st
- Drug Prescription Takeback Day is October 28th – Christine commented that there is a drug drop off box in the building which can be used year round
- New squad car has arrived

Librarian's Report

- See attached
- Motion was made by Jodi Cress and seconded by Dawn Peterson to accept the report. Motion carried.

2023 Budget

- Motion was made by Jodi Cress and seconded by Rosemary Johnson to purchase a new laptop using ACT 150 funds. Roll call: Jodi: yes, Dawn: yes, Rosemary: yes, Marie: yes. Motion carried.

Proposed 2024 Budget

- Christine reviewed the Proposed Village Appropriation Budget
- Christine reviewed the Proposed ACT 150 Budget

- Contribution to HSA amount and increase in Health Insurance cost are best estimates. Al Bannink, Village Clerk/Treasurer, has not received up to date information from our Health Insurance provider
- Christine has learned that some other libraries pay part-time employees holiday pay. When she puts the budget together, she does not exclude holidays but current employees have never received holiday pay. After lots of discussion, it was recommended that Christine put together a proposal that if a part-time employee was scheduled to work, could put ½ of their scheduled hours on the time sheet under holiday pay and the other ½ could be made up during the pay period or employee could chose to not make up the hours.
- Motion was made by Jodi Cress and seconded by Rosemary Johnson to table the vote on the Proposed 2024 budget. Motion carried.

Adjourn

- Motion was made by Jodi Cress and seconded by Dawn Peterson to adjourn. Motion carried. Meeting adjourned at 5:50 pm.