

**Julia Hull District Library  
Board of Trustees Minutes  
September 19, 2022**

Present: Kelley Roganowicz, Sara Grobe, Karl Hall, Jason Miller, Jackie Schumacher, Kathleen Bierman, Jeff Mickey

Director, Joanna Kluever

Absent: None

**The regular meeting was called to order by President Jason Miller at 6:35 p.m.**

Public: None

**Secretary's Report: August 2022 Minutes:** Minutes from the month of August were read and discussed. A motion was made to approve the minutes by Sara Grobe, and seconded by Jeff Mickey. A vote was taken and passed unanimously.

**Financial Report:** The financial report for August was presented, accepted, and filed. A small amount of tax money was collected during the month of August, and there is a CD that will mature in December. The report was created by Jeff Mickey, treasurer.

**Director's Report:**

- a. The weeding project was on hold for the summer, but new materials were still being added.
- b. Leslie Goddard's show in August was the most popular for the month, and she is already booked for January.
- c. There were 16 members that took part in the library's first LitLoot activity, and there will be another LitLoot offered next week.
- d. There will be a Holiday festival this year, but a decision has not been made yet about the Friends Bazaar portion of the festival.
- e. The FY2022 Per Capita Grant check has been received in the library.
- f. The Fall Program Guide was sent home with over 300 Highland/Monroe Center students.
- g. The Costume Character Storytime will return in February 2023, with visits by Highland and Valley Covenant students.
- h. The Annual Fall Book Sale will be on Saturday, September 24, with pre-bagged books.

**Unfinished Business:**

- a. Fall Festival Parade: Jeff Mickey and Karl Hall both have trucks available, and we will not be using a trailer this year, just the bed of the truck. Joanna has purchased candy to toss and a new sign to hang on the truck. The group will meet at the high school parking lot at 12:30 for the parade that begins at 1:00 pm.

### **New Business:**

- a. **Patron Behavior Policy Review/Updates:** The Patron Behavior Policy has been revised, with advice from our attorney, and is now a better reflection of the library, its staff, and its patrons. A motion was made by Kelley Roganowicz and seconded by Jeff Mickey to adopt the newly revised Patron Behavior Policy. A vote was taken and passed unanimously.
- b. **FY 21/22 Surplus:** There is about \$30,000 remaining surplus funds from the FY 21/22 Budget year. A motion was made by Kathleen Bierman and seconded by Jeff Mickey to move these surplus funds to the library's Special Reserve Fund. A vote was taken by roll call (Sara Grobe: yes, Karl Hall: yes, Kelley Roganowicz: yes, Jeff Mickey: yes, Jackie Schumacher: yes, Jason Miller: yes, Kathleen Bierman: yes), and passed unanimously.

### **Action Agenda:**

- c. **Expenditures:** Motion was made by Jeff Mickey and seconded by Karl Hall to pay the September 2022 expenditures. A vote was taken by roll call (Sara Grobe: yes, Karl Hall: yes, Kelley Roganowicz: yes, Jeff Mickey: yes, Jackie Schumacher: yes, Jason Miller: yes, Kathleen Bierman: yes), and passed unanimously.
- d. **IRS Payment Approval:** Motion was made by Jeff Mickey and seconded by Sara Grobe to pay the IRS for the month of September 2022. A vote was taken by roll call (Sara Grobe: yes, Karl Hall: yes, Kelley Roganowicz: yes, Jeff Mickey: yes, Jackie Schumacher: yes, Jason Miller: yes, Kathleen Bierman: yes), and passed unanimously.
- e. **Payroll Approval:** Motion was made by Jeff Mickey and seconded by Sara Grobe to pay the upcoming payroll expenditures (pay periods: September 30 & October 14, 2022). A vote was taken by roll call (Sara Grobe: yes, Karl Hall: yes, Kelley Roganowicz: yes, Jeff Mickey: yes, Jackie Schumacher: yes, Jason Miller: yes, Kathleen Bierman: yes), and passed unanimously.

**Jeff Mickey moved the meeting be adjourned; Jackie Schumacher seconded the motion.** A vote was taken and passed unanimously.

**Meeting adjourned at 7:17 pm.**

The next meeting of the Board of Trustees will be held on Monday, October 17, 2022, 6:30 pm.