

**BROWN COUNTY PUBLIC LIBRARY DISTRICT  
BOARD OF TRUSTEES MEETING  
June 21, 2023, at 1:30 PM**

**AGENDA**

**Call to Order**

**Roll Call**

**Public/Audience Comments**

**Approval of Minutes**

- May 17, 2023 – Library Board of Trustees Meeting
- May 17, 2023 – Decennial Committee on Local Government Efficiency Act
- May 22, 2023 – Special Board of Trustees Meeting

**Approval of Bills**

- June 2023

**Financial Statements (Budget Analysis & Management Report):**

- May 2023

**Marketing/Events Report – June 2023** (prepared by Sarah Worstell)

**Director's Report – June 2023** (prepared by Richard Young)

- Monthly Statistics – May 2023 (included in the packet)

**Committee Reports:**

- Finance Committee:
- Personnel Committee:
- Building/Grounds Committee:

**Old Business:**

- New library facility updates and action plan for the new library building project
- Myers & Myers have not yet completed our FY22 audit and Annual Financial Report (AFR)
- New Dewberry contract agreement was signed on Wednesday, May 24, 2023, following board approval at our Special Library Board meeting on May 22, 2023

**POSTED: Monday, June 19, 2023, at 11:30 AM**

**New Business:**

- Review locations of local banking accounts
- Transfer \$10,000 from General Fund to Special Reserve Fund
- Bitco (through Yingling and Nuessen) is currently conducting the annual Workers Compensation Audit for the Library District
- Approve Meeting Date Ordinance for July 1, 2023 – June 30, 2024 (Ordinance 24-01)
- Community/Meeting/Program Room air conditioner update
- Adopt Non-Resident Library Card Fee for FY24 (July 1, 2023 – June 30, 2024): \$72.63
- Approve FY2024 ILLINET/OCLC Program Renewal Agreement - \$673.68
- Adopt a new policy for the Annual Required Online Training Requirements for Library Staff and Board Members
- Appointment of Open Meetings Act (OMA) Officer and Freedom of Information (FOIA) Officer for FY24
- Annual Budget and Appropriation public hearing will be held on July 19, 2023 at 1:30 PM
- Applied for Federal E-Rate funds for FY24 and was awarded \$696.06 for our Internet service and \$977.50 for equipment - we used to install two Uninterruptable Power Supplies (UPS) for the library – we only pay 15% of equipment expense
- Sale of library property at 101 W North St (former IGA location)
- Purchase new desktop computer for Program/Marketing at a cost of \$1,914
- Approved Cost Estimate Proposal from Computerized Estimating Services at a cost of \$6,300 with a 10% possible

**Other: Next regular meeting date: July 19, 2023 @ 1:30 PM**

**Adjournment**