

CUTPL Board Meeting Minutes

June 20, 2023

Time: 7:00 pm

Place: North Meeting Room, CUTPL

Call to Order & Pledge of Allegiance

Members/Attendance: Bill Githens, Pam Amick, Mary Banfield, Karen Boland

Absent: Marty Oosterbaan, Paul Liette, Chris Gamel

Others Present: Laura Jones – Director, Erin Lawrence – Assistant Director, Cathy

Thomas – Treasurer

Quorum established

Agenda approval: Motion to approve the agenda made by Karen, seconded by Pam.

.MSC

Secretary Report: Minutes for the May 16, 2023 board meeting were sent to members in advance. Motion to approve the May 16, 2023 board meeting minutes made by Pam, seconded by Mary.

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Treasurer's Report: Cathy Thomas reviewed the working budget. The Library's overall financial situation remains good. Spending is below projections and materials spending for the year is on track. The recent supplemental income tax receipt was a nice surprise. The gas and electric bill was lower due to low humidity over the past month. Interest at First National Bank of Monterey will increase to over 5% mid-year. The property tax receipt is anticipated to be \$12,000 over projections.

The 2020 bond ledger balance is \$179,259.22.

The construction bank account has been closed at First National Bank of Monterey.

Motion to approve the May allowance of accounts payable vouchers as reported made by Karen, seconded by Mary.

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Facilities Committee: The facilities committee did not meet in May. The next committee meeting is scheduled for July 6 at 4:00pm.

Policy Committee: The policy committee did not meet in May.

Finance Committee Report: The finance committee did not meet in May. The next committee meeting is scheduled for July 11 at 10:30am.

Bond Update: The Carnegie Room exit door has been replaced. New soft seating has been installed in the adult services area and the magazine area. New task chairs were provided in staff workspaces.

Director's Report: Hoopla, a digital streaming platform, went live on June 1. As of today, 36 CUTPL patrons have checked out 70 items on the platform.

Arkos Design has created a public survey to assist with the design decisions for the Library's interiors refresh. The survey will be available on the Library's website this week.

CUTPL received a donation of \$1,373.26 from Good-to-Go gas station for their May "round up at the register" donation program. The Library is also the program beneficiary for June, so we anticipate receiving another donation check.

The Library's annual Summer Reading Program began on June 5. The kick-off event brought in 91 people. The youth services department reports that 123 youth have registered for the Summer Reading Program so far.

Librarian Laura's book talk had 29 attendees this month.

CUTPL will hold a courtyard book sale on July 14 and 15 during Lakefest weekend.

The Library will host a Red Cross blood drive on August 3.

Unfinished Business:

New Business: Laura presented a quote from Central Technology to provide technical and software support for CUTPL's self-checkout stations for another year. The cost of the service is \$2,692.00. Motion made to accept the quote from Cen-Tec made by Pam; seconded by Mary.
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Cathy noted that the board needs to re-authorize the approved check signers as Marty is now serving as secretary. The approved check signers would be Bill, Paul, and Marty. Motion to authorize Bill Githens, Paul Liette, and Marty Oosterbaan as check signers made by Karen; seconded by Pam.
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The materials declared excess report for May was presented. Motion to approve the report as presented made by Pam; seconded by Karen.
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A furniture declared excess report was presented. Motion to approve the report as presented made by Karen; seconded by Pam.
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Public Comment: None

Trustee Comments:

Adjournment: Motion to adjourn made by Pam, seconded by Mary.

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Meeting adjourned at 7:25 pm.

Minutes taken by Erin Lawrence

Minutes of the June 20, 2023 Culver-Union Township Public Library Board Meeting have been read and are hereby approved.

Aye:

Brian Bithens
Pamela Amick
Karen V. Bullock

Nay:

Date Signed: July 18, 2023