

**The Valmeyer Public Library District  
Board of Trustees**

Minutes for the meeting of October 5, 2023

Members present: Bobbie, Julie, Joann, Chris, Angie and Jennifer.

Others Present: Lori, Director

- I. Meeting called to order by Bobbie at pm.  
  
Trustee review of agenda, minutes, and financial report.
- II. Approval of Agenda  
Motion to Approve – Joann Seconded by Julie  
All were in favor
- III. Approval of Minutes  
Motion to Approve - Angie Seconded by Joann  
All were in favor
- IV. Reports
  - A. President – none
  - B. Committees – none
  - C. Treasurer – Financial reports attached, including a statement from LPL Financial Advisor. We are looking into having two signatures for each check. We discussed security of our financial processes.
  - D. Director – Summer Reading was not as good this year. Lori averaged 5-6 kids each week.
- V. Old Business
  - A. Budget – Proposed budget attached, due by December. Salaries should remain under \$30,000. We will verify staff hourly rates and review at the October meeting.
- VI. New Business
  - A. Audit – Self Audit, monthly reviews of agenda and minutes are completed.
  - B. IPLAR Report – Lori is working on report, due 9/1. She needs July 2022 – July 2023 expenses by category. Surety bonds are in place for Lori and Julie, up to \$30,000.
  - C. Comptroller Report – Lori is working on report, due October 2023.
- VII. Announcements
  - A. Next Meeting – October 5, 2023.

Respectfully submitted by Dana Phillips.

Director, Lori Brutton  
President, Bobbie Klinkhardt  
Vice President, Joann Fricke  
Secretary, Dana Phillips  
Treasurer, Julie Williams

