

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

Minutes for the meeting of August 3, 2023

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

Others Present: Lori, Director

I. Meeting called to order by Bobbie at 7:05 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

