

**Minutes of the Regular Meeting of the Board of Trustees
of the Byron Public Library District
October 12, 2022**

Call to Order:

The meeting was called to order a 5:30pm by Barb Clubb. Board members present were Eric Arnquist, Barb Clubb, Jill Grennan, Rachel Hansen, Sean Hosseini, and Susan O'Neil. Also attending was Emily Porter, Director.

Absent Members: Elaine Breck

Visitors: Elizabeth Keppler, Dewberry

Approval of Minutes:

Mr. Hosseini made a motion to approve the minutes of the Budget Hearing of September 21, 2022 and the Board Meeting of September 21, 2022. The motion was seconded and approved 6-0.

Treasurer's Report and Monthly Bills:

Mrs. Porter discussed distributed written reports. A motion to ratify the bills was made by Mrs. O'Neil. The motion was seconded. The motion was approved by a roll call vote initiated by Mrs. Clubb; 6-0: Mr. Arnquist, yes; Mrs. Clubb, yes; Mrs. Grennan, yes; Dr. Hansen, yes; Mr. Hosseini, yes; and Mrs. O'Neil, yes.

Librarian's Report:

Mrs. Porter discussed distributed written reports. Mrs. Porter went over the statistics as they are slowly climbing back to pre-pandemic levels. Mrs. Porter offered to send a link to a recording of a trustee training video when it becomes available.

Mr. Hosseini had to leave the meeting at 5:52.

Trustee Reports: None

Committee Reports:

- Finance Committee: None
- Operations Committee: None
- Executive Committee: None
- Facilities Management Committee: None
- Design Committee: None

Unfinished Business:

- Renovation Update: Mrs. Porter reported that we had a successful bid opening meeting with six out of the seven bidding contractors in attendance. The lowest reasonable bid came from Gehrke Construction (\$739,230). Ms. Keppler contacted the references and verified the feasibility of the bid, finally making the recommendation to hire Gehrke Construction for the project.

New Business:

- Renovation Project Construction Bid: Mrs. O'Neil made a motion to hire Gehrke Construction as the lowest reasonable bidder for the renovation project. Motion was seconded. The motion was approved by a roll call vote initiated by Mrs. Clubb; 5-0: Mr. Arnquist, yes; Mrs. Clubb, yes; Mrs. Grennan, yes; Dr. Hansen, yes; and Mrs. O'Neil, yes.
- Levy Ordinance 2022-3: Mr. Arnquist made a motion to approve Levy Ordinance 2022-3. The motion was seconded. The motion was approved by a roll call vote initiated by Mrs. Clubb; 5-0: Mr. Arnquist, yes; Mrs. Clubb, yes; Mrs. Grennan, yes; Dr. Hansen, yes; and Mrs. O'Neil, yes.

Unfinished Business: None

A motion to adjourn the meeting was made by Dr. Hansen and seconded. The meeting adjourned at 6:10 pm.

Respectfully submitted,
Emily Porter,
Director