

**Minutes of the Regular Meeting of the Board of Trustees
of the Byron Public Library District
December 14, 2022**

Call to Order:

The meeting was called to order a 5:35 pm by Susan O'Neil. Board members present were Eric Arnquist, Elaine Breck, Jill Grennan, Rachel Hansen, Sean Hosseini, and Susan O'Neil. Also attending was Emily Porter, Director and Beth Murbach, Recording Secretary.

Absent Members: Barb Clubb

Visitors: Ann Scales from Lauterbach & Amen, LLP

Approval of Minutes:

Mrs. Breck made a motion to approve the minutes of the Regular Board Meeting of November 9, 2022. The motion was seconded and approved.

Treasurer's Report and Monthly Bills:

Mrs. Porter discussed distributed written reports. A motion to ratify the bills was made by Mrs. Grennan. The motion was seconded. The motion was approved by a roll call vote initiated by Mrs. O'Neil; 6-0: Mr. Arnquist, yes; Mrs. Breck, 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 shared that the renovations have begun. She gave an update on what has been done so far and what is going to be completed in the near future. Mrs. Porter is pleased that our visitor and circulation numbers are continuing to go up.

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 covered the renovation update during the librarian's report.

New Business:

- Ann Scales from Lauterbach & Amen, LLP went over the library's audit.

Audit FY22: Mr. Hosseini made a motion to approve the Audit FY22. The motion was approved by a roll call vote initiated by Mrs. O'Neil; 6-0: Mr. Arnquist, yes; Mrs. Breck, yes; Mrs. Grennan, yes; Dr. Hansen, yes; Mr. Hosseini, yes; and Mrs. O'Neil, yes.

- Per Capita Grant: Mrs. Grennan made a motion to approve the Per Capita Grant. The motion was seconded and approved.
- Budget FY23 Revisions: Mr. Arnquist made a motion to approve the Budget FY23 Revisions. The motion was approved by a roll call vote initiated by Mrs. O'Neil; 6-0. Mr. Arnquist, yes; Mrs. Breck, yes; Mrs. Grennan, yes; Dr. Hansen, yes; Mr. Hosseini, yes; and Mrs. O'Neil, yes.
- Closed Meeting Recommendations: Dr. Hansen made a motion to approve the Closed Meeting recommendations. The motion was seconded and approved.

Unfinished Business: None

A motion to adjourn the meeting was made by Mr. Arnquist and seconded. The meeting adjourned at 6:20 pm.

Respectfully submitted,
Beth Murbach
Recording Secretary