

**Minutes of the Regular Meeting of the Board of Trustees
of the Byron Public Library District
March 8, 2023**

Call to Order:

The meeting was called to order a 5:33 pm by Barb Clubb. Board members present were Eric Arnquist, Barb Clubb, Jill Grennan, Rachel Hansen and Susan O'Neil. Also attending was Emily Porter, Director and Beth Murbach, Recording Secretary.

Absent Members: Elaine Breck and Sean Hosseini

Visitors: None

Approval of Minutes:

Mrs. O'Neil made a motion to approve the minutes of the Regular Board Meeting of February 8, 2023 and the Operations Committee Meeting Minutes of March 1, 2023. 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. Clubb; 5-0: Mr. Arnquist, yes; Mrs. Clubb, yes; Mrs. Grennan, yes; Dr. Hansen, yes; and Mrs. O'Neil, yes

A motion to pay the bill of \$3,930.00 to Tree Care Enterprises was made by Dr. Hansen. 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

A motion to pay the bill of \$65,077.50 Pro Forma (Interiors for Business) was made by Mrs. O'Neil. 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

Librarian's Report:

Mrs. Porter discussed distributed written reports. Mrs. Porter shared about the OCIAB meeting that she attended today. Mrs. Porter discussed the upcoming summer reading program.

Trustee Reports: None

Committee Reports:

- Finance Committee: None

- Operations Committee: Mrs. O'Neil reported that policy changes were discussed at the meeting on March 1. Mrs. Porter went over the policy changes.
- Executive Committee: None
- Facilities Management Committee: Mrs. Porter will email the committee about a date to meet in April.

Unfinished Business:

- Renovation Update: Mrs. Porter included a written report about the renovation in her library report.

New Business:

- Policy Manual Updates: The motion to accept the Operations Committee's policy manual updates was passed unanimously.

A motion to adjourn the meeting was made by Mr. Arnquist and seconded. The meeting adjourned at 6:28 pm.

Respectfully submitted,
Beth Murbach
Recording Secretary