

**Minutes of the Regular Meeting of the Board of Trustees
of the Byron Public Library District
January 10, 2024**

Call to Order:

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

Absent Members: Sean Hosseini

Visitors: Auditor Hannah Collerton from Lauterbach and Amen via Zoom

Mrs. Breck arrived at 5:36 pm.

Mrs. Porter distributed copies of our FY22-23 audit from Lauterbach and Amen to board members. Ms. Collerton went through our audit for FY22-23.

Mr. Arnquist arrived at 5:42 pm.

A motion to approve the Audit FY22-23 was made by Mrs. O'Neil. Motion was seconded. Motion approved by a roll call vote initiated by Mrs. Clubb; 6-0. Mr. Arnquist, yes; Mrs. Breck, yes; Mrs. Clubb, yes; Mrs. Grennan, yes; Dr. Hansen, yes; and Mrs. O'Neil, yes.

Approval of Minutes:

Mr. Arnquist made a motion to approve the minutes of the Regular Board Meeting of December 20, 2023 and the Decennial Committee Meeting of December 20, 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 Mr. Arnquist. The motion was seconded. The motion was approved by a roll call vote initiated by Mrs. Clubb; 6-0: Mr. Arnquist, yes; Mrs. Breck, 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 reported that she and Kim Gyorkos are coming up with a new way to track room usage.

Trustee Reports: None

Committee Reports

Approved February 21, 2024

- Finance Committee: None
- Operations Committee: None
- Executive Committee: Scheduled for Wednesday, April 3 at 1:00 pm.
- Facilities Management Committee: None

Unfinished Business:

New Business:

- Holiday 2024 Revision – Mr. Arnquist made a motion to accept the Holiday 2024 Revision. Motion was seconded and approved.
- FOIA Policy 2024 – Mrs. Breck made a motion to approve the FOIA Policy 2024. Motion was seconded and approved.
- Meeting Room Policy – A motion to accept the revised Meeting Room Policy was made by Mrs. Breck. Motion was second and approved.
- Revised Budget – A motion to accept the Revised Budget was made by Mr. Arnquist. Motion was seconded. The motion was approved by a roll call vote initiated by Mrs. Clubb; 6-0: Mr. Arnquist, yes; Mrs. Breck, yes; Mrs. Clubb, yes; Mrs. Grennan, yes; Dr. Hansen, yes; and Mrs. O’Neil, yes.
- Per Capita Grant Application – A motion to accept the Per Capital Grant Application was made by Mrs. Breck. Motion was seconded and approved.

Strategic Planning Meeting scheduled for February 7, 2024.

Next Board Meeting scheduled for February 21, 2024.

A motion to adjourn the meeting was made by Dr. Hansen and seconded. The meeting adjourned at 6:36 pm.

Respectfully submitted,
Beth Murbach
Recording Secretary

Approved February 21, 2024