

**Atlantic Public Library Board of Trustees
Monthly Meeting Agenda
Monday, September 12, 2022, 5:30 pm
Library**

1. Call to Order: The meeting was called to order at 5:30 p.m. by Vicki Brown (President)
 - a. Board members present: Greg Williams(Vice-President)(attending remotely), Becky Osborne, Donald McLean, Janice Dickerson, Vicki Brown (President), James Northwick, Buffy Barrs
 - b. City Council Liaison present: Dana Halder
 - c. Board members absent: Janet Nielsen
 - d. Library Staff present: Michelle Andersen (Library Director)
 - e. Guests: None

2. Public Comment: None

3. Approval of minutes from August 8, 2022
 - a. Vicki Brown corrected some dates were wrong in the distributed minutes.
 - b. Buffy Barrs moved that the minutes be approved as amended. Janice Dickerson seconded. Motion carried unanimously.

4. Bills & Finances
 - a. Michelle Andersen reviewed the bills from the past month.
 - b. Janice Dickerson moved to change the Omaha World Herald bill to be paid for 3 months and approve all other bills as presented. Becky Osborne seconded. Motion carried unanimously.

5. Reports
 - a. Finance Committee
 - i) The committee reviewed employee pay at the library and has recommended that we raise the youth library assistant pay to \$15.00 an hour to be more comparable for the position. The recommendation will be communicated to the city administrator and/or the city's Personnel & Finance Committee.
 - b. President's Report: None
 - c. Director's Report
 - i) Michelle Andersen reviewed her written report

6. Policy Review/Adoption
 - a. Meeting Room Policy
 - i) Buffy Barrs moved that we change the policy to "Any meetings taking place in the meeting rooms must be done 10 minutes before closing" in both places it appears in the policy. Donald McLean seconded. Motion Carried unanimously.
 - b. Maker Space Policy was reviewed (no changes)

7. Unfinished Business:

8. New Business:
 - a. Request disbursement of Endowment Funds
 - b. Becky Osborne moved that we request the disbursement from the Omaha Community Foundation. Janice Dickerson seconded. Motion carried unanimously.

9. Other Business
 - a. Trustee Interest Application
 - i) We have three female applicants which would change the gender balance of the board. The board decided to wait another month before recommending an applicant.
 - b. Quick review of annual stats and comparisons to prior years

10. Adjournment
 - a. Meeting adjourned at 6:31PM.

Respectfully submitted,

James Northwick
Trustee Board Secretary