

**Atlantic Public Library Board of Trustees
Monthly Meeting Agenda
Monday, October 10, 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), Becky Osborne, Janice Dickerson, Vicki Brown (President), and Buffy Barrs
 - b. City Council Liaison present: Dana Halder
 - c. Board members absent: Donald McLean, James Northwick, Janet Nielsen,
 - d. Library Staff present: Michelle Andersen (Library Director)
 - e. Guests: None
2. Public Comment: None
3. Minutes from September 12, 2022 were approved as distributed.
4. Bills & Finances
 - a. Michelle Andersen asked to include a bill from Quill that would be split between lines 6506 and 6516 bringing the total bills to \$11,411.19
 - b. Janice Dickerson moved that all bills be paid as amended. Becky Osborne seconded. Motion carried unanimously.
5. Reports
 - a. President's Report: None
 - b. Director's Report: Michelle reviewed the written report and answered questions from the trustees.
6. Policy Review/Adoption
 - a. The Collection Development policy was reviewed. No changes were necessary.
7. Unfinished Business:
8. New Business:
 - a. The director distributed building maintenance schedule that should be included in the library's capital improvement plan with the city. The schedule was approved by consensus.
9. Other Business
 - a. After discussion, the trustees decided to wait another month before recommending someone to be appointed to the vacant library trustee seat.
10. Adjournment
 - a. Meeting adjourned at 6:10 pm

Respectfully submitted,

Michelle Andersen, director
Acting secretary