

**Atlantic Public Library Board of Trustees  
Monthly Meeting Agenda  
Monday, January 9, 2023, 5:30 pm  
Library**

1. Call to Order: The meeting was called to order at 5:31 p.m. by Vicki Brown (President)
  - a. Board members present: Becky Osborne, Greg Williams(Vice-President), David Schwab, Donald McLean, Janice Dickerson, Vicki Brown (President), James Northwick, Janet Nielsen, Buffy Barrs
  - b. City Council Liaison present: Dana Halder
  - c. Board members absent:
  - d. Library Staff present: Michelle Andersen (Library Director)
  - e. Guests: None
2. Public Comment: None
3. Minutes from the December 12, 2022 meeting were approved as distributed.
4. Bills & Finances
  - a. Michelle Andersen reviewed the bills from the past month.
  - b. Buffy Barrs moved that all bills be paid. Janet Nielsen seconded. Motion carried unanimously.
5. Reports
  - a. President's Report: None
  - b. Director's Report
    - i) Former Library Trustee Adam Skog was killed in a car accident. Trustees were invited to sign a sympathy card.
    - ii) Michelle received correspondence that the library is the beneficiary of Frederick Hansen's living trust.
    - iii) Michelle set up a drip email correspondence for new library card holders that will send out information about the library over the first 2-3 months the account is open.
6. Policy Review/Adoption
7. Unfinished Business:
8. New Business:
  - a. FY24 Budget
    - i) Michelle showed 3 different options and the board discussed the 3rd option and raising the budget about 1.2% is the best option to share with the city which only allows for cost of living increases for services to the public(books, audio, DVD's, software).
  - b. Estimate from MCS

- i) David Schwab moved that we move forward with the estimate from MCS for new battery back ups for the servers. Janice Dickerson seconded the motion. The motion was carried unanimously.

9. Other Business

- a. Discussion of Trustee Handbook Chapters 1-3
  - i) board discussed chapters 1-3 in the handbook

10. Adjournment

- a. Meeting adjourned at 6:26PM.

Respectfully submitted,

James Northwick  
Trustee Board Secretary