

Atlantic Public Library Board of Trustees
Monthly Meeting Minutes
Monday, December 11, 2023, 5:30 pm
Library Meeting Room

1. Call to Order: The meeting was called to order at 5:30 p.m. by Vicki Brown (President)
 - a. Board members present: Buffy Barrs, Vicki Brown (President), Donald McLean, Becky Osborne, David Schwab, Greg Williams (Vice-President)
 - b. City Council Liaison absent: Dana Halder
 - c. Board members absent: Janice Dickerson, Janet Nielsen, James Northwick
 - d. Library Staff present: Michelle Andersen (Library Director)
 - e. Guests: None
2. Public Comment
 - a. none
3. Minutes from the November 13, 2023 meeting were approved with one correction: Buffy Barrs was present, not absent as noted. Buffy Barrs made the motion to approve the amended minutes, and David Schwab seconded. Motion carried unanimously.
4. Bills & Finances
 - a. Michelle Andersen reviewed the bills from the past month.
 - b. One additional bill was added: \$6000 deposit to Library Furniture International, to be charged to Line 004-410-6799 (Gifts-Misc. Equipment & Improvements)
 - c. Becky Osborne moved that all bills be paid as amended. Greg Williams seconded. Motion carried unanimously.
5. Reports
 - a. President's Report: None
 - b. Director's Report: Michelle highlighted key details from her written report.
6. Policy Review/Adoption
 - a. The Board reviewed the Safety Policy
 - b. No changes were made.
7. Unfinished Business:
 - a. The Board reviewed the Upstairs interior painting bid received from AVIS Painting and Construction, and discussed the overall costs of the project.
 - b. Greg Williams moved that the Board accept the bid from AVIS Painting & Construction and move forward with the project. Becky Osborne seconded the motion. Motion carried unanimously.
8. New Business:
 - a. None

9. Other Business

- a. None

10. Adjournment

- a. Meeting adjourned at 6:07.

Respectfully submitted,

Donald McLean
for James Northwick,
Trustee Board Secretary