

**Atlantic Public Library Board of Trustees
Monthly Meeting Minutes
Monday, August 14, 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: Becky Osborne, Donald McLean, Vicki Brown (President), James Northwick, Janet Nielsen, Buffy Barrs
 - b. City Council Liaison present: Dana Halder
 - c. Board members absent: Greg Williams (Vice-President), David Schwab, Janice Dickerson
 - d. Library Staff present: Michelle Andersen (Library Director)
 - e. Guests: None
2. Public Comment: None
3. Minutes from the July 17, 2023 meeting were approved as distributed.
4. Bills & Finances
 - a. Michelle Andersen reviewed the bills from the past month.
 - i) She updated the Staples account to include another bill at \$214.22.
 - b. Janet Nielsen moved that all bills be paid (as amended). Becky Osborne seconded. Motion carried unanimously.
 - c. Michelle reviewed the final budget from FY 2022-23.
5. Reports
 - a. President's Report:
 - i) Vicki reviewed the director's evaluation
 - b. Director's Report
 - i) Reviewed written report
6. Policy Review/Adoption
7. Unfinished Business:
8. New Business:
9. Other Business
 - a. Reviewed and discussed Library Trustee Handbook Chapters 8 and 15
 - b. Cass County Trustee Training, September 14th
10. Adjournment
 - a. Meeting adjourned at 6:10PM.

Respectfully submitted,
James Northwick
Trustee Board Secretary