**Atlantic Public Library Board of Trustees**
**Monthly Meeting Minutes**
**Monday, September 14, 2026, 5:30 pm**
**Library**

1. Call to Order: The meeting was called to order at 5:30 p.m. by David Schwab (president).
   a. Board members present: Cyndi Hartwig(Vice President), Jill Dodson, Kat Niemann, Laura Freund, Greg Williams, and David Schwab.
   b. City Council Liaison present: Mike McDermott
   c. Board members absent: Dianna Blake, James Northwick (Secretary), Jason McCormick
   d. Library Staff present: Michelle Andersen (Library Director)
   e. Guests: None

2. Public Comment: None

3. Minutes from the August 10, 2026 meeting were approved as distributed.

4. Bills & Finances
   a. Michelle Andersen reviewed the bills from the past month.
      i) Additions to the bills
         (a) September invoices to Cintas, Century Link, and Randy's Computer.
         (b) 2 additional Staples invoices (office supply and building supply)
         (c) The total operating bills becomes $10,210.67.
   b. Greg Williams moved that all bills be paid as amended. Laura Freund seconded. Motion carried unanimously.

5. Reports
   a. Art Committee reported on last week's open house and online art auction. No bids were received at the time of the meeting.
   b. President's Report:
      i) David Schwab reported that the director's evaluation in July was overwhelmingly positive.
   c. Director's Report
      i) Michelle submitted a written report.
      ii) She also told us about Dolly Day coming up on September 25 (9-2-5). She will be promoting Imagination Library locally in the week leading up to that date.

6. Policy Review/Adoption
   a. Collection Development Policy was reviewed. No changes were discussed.

7. Unfinished Business: None

8. New Business:
9. Other Business

a. Possible next capital improvement project
    i) Greg Williams presented an estimated installation cost for the electronic sign.
    ii) Michelle hasn't gotten any other estimates yet.
    iii) Greg reported that he would be following up on a roof concern and some other questions he has regarding the HVAC at the library.

10. Adjournment 6:10 PM.

Respectfully submitted,

Michelle Andersen
Library Director and Acting Secretary