

Phillips Public Library Board of Trustees  
Regular Meeting Minutes  
January 5, 2023  
(in lieu of the December 2022 regular meeting)

**Trustees present (in person or via zoom):**

Bruce Marshall, Meredith Hueckman, Jenny Markle, Becky Steinbach, Laura Tomaszewski, Brittany Weisrock (arrived 5:16) (Beth Tenut--not seated until May 1)

**Trustees absent:**

Galen Azbell, Marc Peterson

**Staff present:**

Rebecca Puhl

**Call to order/establishment of a quorum**

Meeting opened by Becky S. at 5:05 p.m.

**Public Comments**

Individuals signed up to speak for 3 minutes each. The original list of names is available.

Summaries below:

1. Alan Barkstrom--prefers to hold his comment for an agenda item.

**Comments on questions from the public submitted at the November meeting**

None submitted

**Communication and Correspondence**

None

**Approval of 11/29/2022 minutes**

Motion made by Bruce

Seconded by Meredith

To approve the November 29, 2022 minutes as amended to include the failed motion regarding *It's Perfectly Normal*.

Motion passed.

**Reports:**

**1. Treasurer's Report**

A detailed accounting has been provided by Bruce. No action needed until next meeting.

**2. Director's Report**

The ornament exchange was not a big hit. Jake had a good group for the kids' movie night. Other adult programming is going well. Tremendous Thursdays are still trying to build back up. Jake is looking into the "Love Your Library" Campaign. Tools purchased! No action needed.

**3. Staff Meeting Minutes.**

Written minutes provided. No questions. No action needed.

**Unfinished Business:**

None scheduled on the agenda.

**New Business:**

**1. Discussion/Action on challenged library materials**

For the regular January meeting: *What Are Your Words* by Katherine Locke  
(Inadvertently missed from the original list of challenged books)

**2. Discussion/Action on Empty Board Seats**

Comments from Alan Barkstrom, County Board of Supervisors Chair.--The County Board has appointed the Chair to appoint a library board member; he has chosen Beth Tenut. Two additional appointees may be chosen, pending approval by the County Board of the process for appointment. Further, Mr. Barkstrom encourages the library board to seat Mrs. Tenut immediately rather than waiting until May 1st.

Becky P. will check with IFLS regarding this. Bruce is unsure of how to apply the statutes in this case. The library board will discuss the issue at the regular January meeting.

Bruce and Brittany, as a subcommittee, worked on a letter to appointing authorities and a questionnaire for potential library board members. Copies were provided for library board members, and Bruce offered an explanation of the documents.

Meredith is interested in adding the wording from the Trustee Handbook in the Board Member Consideration form, first paragraph, to the questionnaire. Board members are in agreement.

Jenny asked to add a request that the appointing authorities send official correspondence regarding appointment of members to the library board to be included with library board meeting minutes.

Motion made by Bruce

Seconded by Meredith

To approve the letter, with the addition of a request that we receive a copy of the action of the appointing authority, and the questionnaire, with the adjustment of the trustee job description, and send both to the City Council and Mayor and the County Board and Chair.

Motion passed.

**3. Approve December 2022 bills**

Motion made by Jenny

Seconded by Becky S.

To approve December 2022 bills "above the line" in the amount of \$8613.62 and "Below the line" in the amount of \$0.00

Motion carried.

**4. Reading of questions from the public for comment at the January meeting**

- Question: Is Rick Morgan still on the board? Why does his name remain on the agenda?
- Answer: He has appointed a proxy. We will remove his name from the agenda.

**5. Other new business to add to the agenda for the next meeting**

Discussion/Action on updated Bylaws.

Discussion/Action on seating of Beth Tenut.

Addition of Circulation reports each month to the report section of the agenda.

Discussion/Action on Board statement regarding the approved 2023 budget and its posting on FB and the website. (Jenny will draft a board comment about it and bring it to the next meeting. The board will discuss and adjust the wording before it is posted.)

**6. Set date and time for next meeting**

The next meeting will be held *Tuesday, January 31, 2023*, at 5:05 p.m., in the library community room. A zoom link will be provided.

**Adjournment:**

Motion to adjourn made by Bruce

Seconded by Becky S.

Motion passed.

Brittany adjourned the meeting at 5:42 p.m.

Respectfully submitted,  
Jennifer Markle