



Board of Trustee Meeting  
Bonita Marley Community Room  
January 10, 2022

**Members in attendance:** Steve Saucerman, Lynn Adams, Ashley Duke, Jane Amos, Don Stultz, and Debbie Schneider

**Not in attendance:** Steve Oschman

**Also attending:** Representing the staff was Diane Huerkamp - Executive Director, Sandra Osborn - Deputy Director, and Steve Wakolbinger - Business Manager.

**Board of Finance Meeting:**

**President- Steve Saucerman** called the meeting to order at 4:03 p.m.

- The Election of Officers for 2022 of the Board of Finance:
  1. The Board President serves as Board of Finance President. Don Stultz made a motion to elect Steve Saucerman as Board of Finance President. The motion was seconded by Jane Amos and was approved unanimously.
  2. The Board Treasurer serves as Board of Finance Secretary. Don Stultz made a motion to elect Ashley Duke as Board of Finance Secretary. Jane Amos seconded the motion and the motion carried unanimously.
- Diane Huerkamp presented the Investment Policy for review (noting there were no changes from the previous year). With no additional changes, Steve Saucerman, moved to approve the current Investment Policy as written. Ashley Duke seconded the motion and the motion carried.
- Steve Saucerman made the motion to cancel 2 warrants (checks not cashed), and Ashley Duke seconded the motion. The motion carried unanimously.
  1. Ck. no.1970e, Penguin Random House LLV for \$225.00 dated 7/23/2019.
  2. Ck. no. 7430, Roberson Woods Association for \$30.00 dated 12/17/2019

**Adjournment:**

The meeting was adjourn at 4:06 p.m.

**Board of Trustee Meeting:**

**President- Steve Saucerman** called the meeting to order at 4:07 p.m. There was a quorum with six (6) members present.

**Public Inquiry/Comments:**

- None

**The Slate of Officers for 2021:**

- President: Steve Saucerman,
- Vice President: Lynn Adams
- Treasurer: Ashley Duke
- Secretary: Debbie Schneider

Steve Saucerman requested a motion to nominate and elect Steve Saucerman for the office of President. Don Stultz made a motion to approve the motion. The motion was seconded by Lynn Adams and was approved unanimously.

- Steve Saucerman requested a motion to approve Lynn Adams for the office of Vice-President. Don Stultz made a motion to approve the motion, Lynn Adams seconded the motion and was unanimously approved.
- Steve Saucerman requested a motion to approve Ashley Duke for the office of Treasurer. Don Stultz made a motion to approve the motion. The motion was seconded by Lynn Adams and was approved unanimously.
- Steve Saucerman requested a motion to approve Debbie Schneider for the office of Secretary. Don Stultz made a motion to approve the motion, Lynn Adams seconded the motion and was unanimously approved.

**Secretary's Report:**

- Minutes of December 6, 2021 meeting were presented for approval. A motion to approve the minutes as written, was made by Jane Amos. Lynn Adams seconded the motion and the motion was unanimously carried.
- Minutes of December 30, 2021 meeting were presented for approval. Jane Amos made a motion to approve the motion. The motion was seconded by Ashley Duke and was approved unanimously

**Financial Committee:**

- Ashley Duke presented the revised claims for the month of December 2021 in the amount of \$ 303,129.69, three payrolls totaling \$24,655.99 and liabilities in the amount of \$10,701.17. Lynn Adams made a motion to approve all December claims and payrolls as submitted. The motion was seconded by Debbie Schneider and was approved unanimously.

**Policy Committee:**

- Diane Huerkamp discussed the continued rise in COVID-19 cases and presented her recommendation and the results of the staff survey that we continue with COVID-19 procedures until the February 7, 2022 Board Meeting, when it will be reviewed again. Don Stultz made a motion to continue with COVID-19 procedures as is, the motion was seconded by Jane Amos. The motion was passed unanimously.

**Building Committee:**

- See Librarian’s Report

**Technology Committee:**

- See Librarian’s Report

**Evaluation Committee.**

- NO REPORT

**Old Business:**

- Diane Huerkamp addressed the current Board Advisory Committees. Board Members were asked to review and confirm the committees they wish to serve on. Below are the listed 2021 Committees and members, the 2022 Committees and members will be determined at the February 7 board meeting.

Building & Grounds

Steve Saucerman, Chair  
 Don Stultz  
 Debbie Schneider  
 Staff: Diane Huerkamp & Sandra Osborn

Gifts & Memorials

Lynn Adams, Chair  
 Jane Amos  
 Ashley Duke  
 Staff: Diane Huerkamp

Evaluations/Strategic Planning

Don Stultz, Chair  
 Steve Saucerman  
 Debbie Schneider  
 Staff: Diane Huerkamp & Sandra Osborn

Policy Committee

Don Stultz, Chair  
 Jane Amos  
 Lynn Adams  
 Staff: Bill Buckley & Diane Huerkamp

Finance Committee

Ashley Duke, Chair  
 Steve Saucerman  
 Don Stultz  
 Staff: Diane Huerkamp & Steve Wakolbinger

Technology Committee

Steve Oschman, Chair  
 Jane Amos  
 Open  
 Staff: Diane Huerkamp & Rex Burton

- Diane Huerkamp presented the updated/corrected 2022 Holidays scheduled. Ashley Duke made a motion to approve, and the motion was seconded by Jane Amos. The motion was passed unanimously.
- Diane Huerkamp shared thank you notes from the staff to the Board.

**New Business:**

- The 4<sup>th</sup> Quarter PLAC Report was signed by President Steve Saucerman and Director Diane Huerkamp.
- Ashley Duke signed her Conflict of Interest Disclosure Statement, due to her position at the bank where the Library does business.
- Diane Huerkamp and Sandra Osborn summarized a number of items in the Librarians Report

**Adjournment:**

Steve Saucerman adjourned the meeting at 4:48. .

The next scheduled meeting is Monday, February 7 at 4:00 p.m.

Respectfully submitted by Steve Wakolbinger, January 10, 2021.

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Debbie Schneider, Secretary

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Steve Saucerman, President