District Library Board Meeting Minutes

June 19, 2023

**Members Present-** Shawn Wheeler, Toni Loutzenhiser, Kelly Zielinski, Lauren Marion, Erika McClintic

**Guests-** Library director Ruth Kulman, Shirley Wood and Melanie Robison

Meeting called to order at 7:00 pm with the pledge.

**Payroll-**

1. King and King: Contract $200 setup fee, $150/mo until we take over.
2. Quickbooks payroll ($85/mo)
   1. We are going to try to pause this until we end up taking over payroll. King and King does Quickbook training and maybe they will send someone out to train a group of us.
3. Ruth's input: If we get trained, Ruth feels comfortable doing payroll in the future.
4. Vote: We will pay King and King $1400.00 for providing this service for us for the rest of the physical year.

Kelly made a motion to pay King and King $1400 to provide payroll services for the rest of the fiscal year. Shawn seconded. All in favor, motion carried.

Roll call: Kelly: Yes, Erika: Yes, Lauren: Yes, Shawn: Yes, Toni: Yes

5 Yes, 0 No, 1 Absent

**Millage-** Ruth found out it is 12 weeks prior – we need to submit it in November.

1. Deadline 12 weeks prior to election
2. Toni would like to set up a special meeting every once in a while and meet just about the millage.

**Questions/Comments-** Melanie thinks it would be important to give out information like the school did on the sinking fund. If we can explain what the money will go to, people will be more interested in passing it.

Shawn made the motion to appoint Melanie Robison to the board. Erika seconded. All in favor, motion carried.

Roll call: Kelly: Yes, Erika: Yes, Lauren: Yes, Shawn: Yes, Toni: Yes

5 Yes, 0 No, 1 Absent

Next meeting will be July 10th at 7pm

Motion by Erika to adjourn at 7:43, seconded by Kelly. All in favor. Meeting adjourned.