

Minutes FVTPL board meeting April 20, 2021

Called to order 6:32

Present Ashley Jenkins, Julie Wilson, Mike Frischkorn, Lola Halterman, Kittie Masters, Libby Wyatt, Melissa Drago and Gale Jacobi. Catherine Witsman was not able to attend.

Approve March meeting minutes:

Motion Julie Second Kittie passed unanimously with Mike abstaining

Approve Executive meeting minutes:

Motion Mike, Second Lola passed unanimously with Kittie abstaining

Presentation by Greg Guerretaz of Financial Services Group (FSG) about providing library financial services

Discussion among members of the board of our financial service options

Motion to retain Mike Reuter for financial services:

Motion Julie, second Mike passed unanimously

Financial report from Gale for March 2021

Treasurer's Report:

- Voucher reports: Approve March 2021 vouchers/check register/disbursements 57-85 totaling \$27,191.08 for payment. Payroll/Personnel: 2 payrolls totaling \$13,329.06.
- Receipts reports: Total March receipts 12-20 of all funds is \$34,928.70. The Operating Fund Receipts were \$32,488.34 and Payroll Withholdings receipts were \$2,440.36.
- Financial Report/Investment Report/Bank Balances as of 3/31/21: the balance of all funds is \$488,758.14. The Fund Audit Report, Bank Audit Report, and GBC transaction account monthly balances are available for review.
- Gale asked that board members come into the library to sign financial reports and meeting minutes, where applicable.
- Motion to approve March Financials - Lola, second Mike passed unanimously

Director's report: new office arrangement, Katie started, Friends of the library seeking not for profit status, Patrick pursuing digitization grant, Fire code limit capacity, new email, new phone system, summer reading program update, looking at obtaining a portion of stimulus monies

New business

Approval to pay credit card (Card Member Services – GBC) and new phone bills (Nextiva) prior to end of month

Credit Card motion Mike, second Kittie passed unanimously

Phone Bill motion Julie second Lola passed unanimously

Library policies discussion, revisit unattended children policy

Internet policy discussion

Motion to approve Lola, second Kittie passed unanimously

Use of Credit Card policy, credit line 25,000 individual purchase limit 5,000, now including a copy of the credit card statement with monthly financial reports

Motion to approve Julie, second Kittie passed unanimously

Technology discussion sending out a new RFP for managed IT services, will retrieve as much content as possible from old website.

Motion for new RFP Mike, second Lola passed unanimously

Discussion on filling future board vacancy. Met with applicant Becky Hiday, opening posted to see if any others are interested ending April 30th 2021

Public comment: none

Motion to adjourn Lola 8:37 pm

Submitted: _____ 5/18/2021 Approved: _____ 5/18/2021

Julie Wilson

Ashley Jenkins