

Litchfield Public Library District
Board of Trustees
Meeting Minutes --- July 18, 2023

Meeting was called to order at 10:15am by acting President Mary Schneider. Present were Mary Schneider, Vickie Lovellette, Carol Sneed, Mark Your, Chris Dahler, Jan Marshall and library director Sara Zumwalt.

Minutes of the June meeting were approved by a motion made by Vickie Lovellette, second by Carol Sneed. Motion carried.

The election of officers for fiscal year 23/24 was held. Results as follows:

President... Mary Schneider
Vice President... Mark York
Secretary... Barbara Ellis
Treasurer... Carol Sneed

Committee appointments were the following:

Finance: Carol Sneed, Mark York, Chris Dahler
Policy: Vickie Lovellette, Jan Marshall, Barbara Ellis

There was no public comment.

Under Financial Report, library director Sara Zumwalt presented the in-house annual report for FY 22/23.

Librarian's Report was presented and approved with a motion made by Vickie Lovellette, second by Carol Sneed. Motion carried.

There was no correspondence.

Under committee reports, the finance committee offered their recommendations for payroll and the FY23/24 budget.

There were no other committee reports.

There was no policy & procedure or old business.

Under new business, the naming of Phillip Lenzini as the Library's attorney was made by a motion by Carol Sneed, second by Mark York. Motion carried.

The Building & Maintenance Ordinance 23/02 was approved by a motion by Chris Dahler, second by Vickie Lovellette. Motion carried.

The Tentative Budget and Appropriations Ordinance 23/03 was approved by a motion made by Carol Sneed, second by Mark York. A voice vote was taken:

Ayes: Mary Schneider, Vickie Lovellette, Carol Sneed, Mark York,
Jan Marshall

Nays: none

Abstains: Chris Dahler

The appointment of authorized signers to the Library's accounts was made. Carol Sneed, Vickie Lovellette, and Mary Schneider will be authorized signers.

A vacation request from library director Sara Zumwalt was approved. Dates will be August 28 – September 4. Motion made by Vickie Lovellette, second by Jan Marshall. Motion carried.

A motion to adjourn at 11:11am was made by Vickie Lovellette, second by Carol Sneed. Motion carried. Meeting adjourned.

Submitted in Absence of Secretary Barbara Ellis by Sara Zumwalt