Minutes of the Freeman Library Board of Trustees
May 18 2021

Ruth Buchmann called the meeting to order. Present were Emily Anderson, Becca Schultz, Slade Ammann, Dennis Ries, and LeAnn Kaufman.

Minutes of the April meeting were approved by Slade, seconded by Becca, and carried.

The following treasurer's report was approved by Becca, seconded by Emily, and carried.

	May 2021 Treasurer's Report	
	Merchants Fines Account	$12,298.83
Deposits		
	Fines	$1.00
	Postage	$0.00
	Copies	$71.70
	Book Sales	$10.50
	Earbuds	$0.00
	Cleaned Discs	$0.00
	Non-resident user fee	$30.00
	Gifts	$3.55
	Total income	$116.75
Disbursements		
	Century Business Products (Copier)	$2,983.90
	Jamboree (Soap)	$3.79
	Bonnie Tschetter(Take and Make supplies)	$39.14
	Total Disbursements	$3,026.83
	Balance	$9,388.75

General Budget

Telephone		$126.27
Electrical		$479.58
Misc.		
	Appeara	$49.07
Supplies		
	Amazon	$223.61
Videos		
	Amazon	$89.33
Books		
	Amazon	$770.96

The Board reviewed the changes on the 5 year action plan.

Becca made a motion to approve the presented copy of the action plan. Dennis seconded the motion. Motion carried.

LeAnn reported that she submitted a $25,000 ARPA grant application. After she submitted the grant she was informed they changed the parameters of the grant. She is working with those changes and will resubmit the grant.

The following budget for 2022 was reviewed.

	2021 BUDGET	2022 Proposed	
Salaries & Wages	$72,000.00	$75,000.00	3% raise plus 1,400 for Crystal
FICA & Medicare city share (.0765)	$5,800.00	$5,800.00	
Retirement	$3,200.00	$6,400.00	For Crystal
Workmen's Comp rate .41	$125.00	$125.00	
Group Health Insurance	$18,000.00	$36,000.00	For Crystal
Property Insurance	$1,800.00	$1,800.00	
General Liability Insurance	$500.00	$500.00	
Annual Dues	$200.00	$200.00	
Publishing	$3,300.00	$3,800.00	
Repairs & Maintenance	$1,000.00	$1500.00	New copier contract
Supplies	$4,000.00	$4,000.00	
Travel & Conference, mileage, meals	$1,000.00	$1,000.00	
Telephone	$1,600.00	$1,600.00	
Electricity	$9,700.00	$9,700.00	
Miscellaneous Expense	$700.00	$700.00	
Subscriptions	$800.00	$800.00	
Videos for Library	$1,800.00	$1,800.00	
Machinery & Equipment, desks, furniture	$500.00	$500.00	
Computer Software	$3,500.00	$3,500.00	
Books for Library	$8,500.00	$8,500.00	
Computers, Printers, Technical Equipment	$3,600.00	$3,600.00	
Fines Account	$10,000.00	$10,000.00	
	$151,625.00	$177,325.00	

Slade made a motion to approve the submitted budget. Becca seconded the motion. Motion carried.

LeAnn asked the Board to let her close the library at 2 pm on June 11 so staff have the opportunity to attend her daughter's wedding. The Board agreed as long as there was advanced notice given that the library will be closing early.

Set next meeting date – June 22, 5:30 pm at the Library.

Emily made a motion to adjourn the meeting. Becca seconded the motion. Motion carried.

Meeting adjourned

Respectfully submitted

LeAnn Kaufman
Head Librarian