

NEUSCHAFER COMMUNITY LIBRARY BOARD SPECIAL MEETING: February 23, 2021

Present from Board: Amanda D’Arcy, Judy McGowan, Carolyn Schmidt, Natalie Snyder (Library Director)

Absent from Library Board: Bobbi Marks, John Ohlson

Also present: Louise Thauer, President, Friends of the Library

The meeting was called to order at 1:00 PM by Judy McGowan. McGowan specified that a quorum was needed and achieved.

ACTION ITEM:

Snyder led discussion about releasing funds for the BSI initial payment toward the library remodel project, and which fund the money should be released from, and to, for auditing purposes. McGowan clarified that a check should be written to the Friends of the Library, and FOL would make the payment to BSI for the initial phase of work, in keeping with the grant money audit procedure. Thauer confirmed and clarified specific points from Friends of Library perspective.

Motion made by D’Arcy: to approve a check in the amount of \$35,000 be written from the Library Board donation account to the Friends of the Library for BSI initial phase payment, with these funds (the \$35,000) being reimbursed to the donation account once FOL receives the grant money, in approximately two weeks. Seconded by McGowan. Motion carried.

Discussion: checkbook location, who should be responsible for writing the check. It was determined Michelle McClone or Bobbi Marks has the checkbook, and Bobbi should be handling disbursement as acting Board Treasurer.

Adjournment:

Motion by Schmidt, Second by McGowan. Motion carried. Meeting adjourned at 1:15 PM.

Respectfully submitted,
Carolyn Schmidt (Acting Secretary)