**South New Berlin Free Library**

**Budget Meeting Workshop Minutes**

September 28, 2022

**Board members present**: Marcia Hoag, George Clum, Elaine Clum, Scott Stensland, Ann Mein, Tom Bryden, Kathie Burnside

**Staff present:**  Robin Avolio, Director and Paul Rowe, Accountant

Meeting was called to order at 5:32 pm.

**Budget:** Paul Rowe, our accountant joined us as we discussed the 2023 budget and made various changes. We came up with a proposed budget which will be presented for approval at the October quarterly meeting.

**Meeting minutes:** Minutes from the meeting of July 9, 2022 were reviewed. George Clum made a motion to approve, motion seconded by Tom Bryden. All voted in favor, except for Ann Mein, who was not present at that meeting. Motion carried.

**Bills:** Bills presented: Bonnie Gayle workshop $2,733.00, Principle Design $711.00, D & O Philadelphia Insurance $840.00. Kathie Burnside made a motion to approve payment. Motion seconded by Scott Stensland. All voted in favor, motion carried.

**Addition**: Principle Design or Code Enforcement can inspect the work on the addition. Principle would charge us. Code would not charge anything additional. We agreed to just let Code Enforcement do it as part of their normal procedures. At the end of a phase, Bob Loitsch will submit his bill and Principle Design will look at the work and advise us to go ahead and pay the bill.

**Construction update**: The project has started with excavation for the foundation. A key was given to one of the Loitsch Construction’s foremen to allow him access to the basement.

**Fundraising**: Kathie Burnside gave an update on the Fundraising Committee. A future meeting is set up tentatively for October 17th with Sean Lewis, CEO of Otsego County Chamber of Commerce. The committee will be sending out letters requesting donations. Marcia will reconnect with Senator Oberbacher to inquire about a donation he was considering for the addition.

**Other issues**: The air conditioner drips into the basement. Marcia will contact Michael O’Reilly at Principle Design and ask about redirecting the water from the basement. Robin asked about getting a quote from Loitsch Construction to put up eves on the existing building. They will be saving some of the siding removed to replace the broken siding. The bee nest will need to be removed when putting up the eves. Some other general maintenance needs should also be addressed.

There was some discussion about the Banned Book week. There was some confusion regarding the meaning. We celebrate that week by reading the Banned Books.

Our October quarterly meeting will be held on October 17 at 5:30 pm.

George made a motion to adjourn, seconded by Scott. All were in favor. Meeting was adjourned at 6:49 pm.

Submitted:

Ann Mein

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