

Minutes
March 18, 2025
Village of Big Bend Library Board
W230 S9185 Nevins Street
Big Bend, WI 53103

Meeting called to order at 5:33PM

Present: Joan Lake, Ellen Cole, Cathy Bronk, Joline Robertson, Tekla Finland, Deanna Quirk

Absent: Bobbi Woppert

Also Present: Karla Lang, Traci Lewandowski, Village President, Katie Swieciak, Village Clerk, Jamie Soneberg, Village trustee, Finance committee

Katie, Traci and Jamie, are working on audit of the Village of Big Bend and Library. Explained how the audit was going, issues that arose that concern the library and how/when they may be resolved with a resolution 2024-07. Corrective transfers from the general fund(100)are necessary to address imbalances for fiscal years 2022, 2023, 2024, and possible action for the library LGIP funds. Village would like library LGIP funds to be moved to Citizens Bank where all other village funds are housed.

Katie also explained per Deim checks going forward: Will be paid out of village board wages, on a quarterly basis.

Difference between what the village property tax allocation correction records show vs what Library committee records show for tax levy for the year 2022 and 2023. Karla to give Katie budget from 22 & 23 for her to reconcile.

2022 53,738.47 (village \$) vs 50,180 (library \$)

2023 57,852.09 (village \$) vs 52,914(library \$)

Library LGIP fund

Motion was made by Deanna seconded by Ellen to table moving the LGIP funds from the State of WI account to Citizens Bank. Motion carried Library committee decided to let it ride, as is, for a few months until village finances are done being audited.

LGIP account is frozen until Karla writes letter adding current names to the account and removing obsolete names.

Approval of Feb 18, 2025 minutes

Motion to approve the minutes made by Cathy seconded by Ellen. Motion carried

Payment of invoices

Motion made by Ellen seconded by Joline to pay the bills. Motion carried discussion about the totals on the A/P summary report: Missing standard deductions, SS, Life ins, WI Retirement. However, deductions show on Library budget report. Get clarification from clerk: why don't deductions show up on our A/P Summary report anymore

Approval of Financial reports.

Motion made by Ellen seconded by Cathy to approve the financial reports as presented. Motion carried

Brought forward:

Motion made by Deanna seconded by Ellen to **table** the **January** financial report. Motion carried

Motion made by Cathy seconded by Deanna to **table** the **February** financial report. Motion carried

Directors Report

- Programs are doing good
- Book Clubs are undergoing transitions: running their own meetings and books
- Working on summer program and new café catalogue and upcoming vega café catalogue
- Staff update: 2 people on leave, would like to hire someone

New Business

Motion made by Joline seconded Deanna to hire someone to work mjs hours, approx. 6 hours per week + 1 Sat a month, pay at \$11.00/hour. Motion carried

Adjournment

Motion made by Deanna seconded by Ellen to adjourn. Motion carried. Meeting adjourned at 7:28pm. Next meeting will be April 15, 2025 at 5:30pm

Respectfully submitted by Joan Lake