

## **Minutes of the Prairie Skies Public Library District Board of Trustees**

Date: Nov. 11<sup>th</sup>, 2025

Location: Pleasant Plains

Trustees present: Jon Klepzig, Jan Davis, Bob Butcher, Jennifer Petefish, and Diane Hatcher.

Trustees absent: Kevin Kesselring, Rachel Kocis

Staff present: Cindy Boehlke, Aaron Houser

The meeting was called to order by President Butcher at 6pm.

The agenda was adopted on a motion made by Davis and seconded by Petefish. All approved.

There were no guests present.

The secretary's report of the October meeting was accepted on a motion made by Klepzig and seconded by Davis. All approved.

The October financial report was tabled due to incorrect figures. The yearly budget numbers were not correct, that resulted in the percentages being off. A motion to table the financial report was made by Petefish and seconded by Hatcher. Approved by all.

We have no updates on the 990 or the 990T form. Boehlke will look into it.

The Director's report was reviewed with highlights of programs and answers to some questions that arose last month when we reviewed the Standards.

Friends of the Library update was only that they are considering a donation to Liam Baker's Eagle scout project.

Under new business, the board approved spending on a staff Christmas party in the amount of \$400. A motion was made by Davis, seconded by Petefish.

Roll call vote: Aye: Butcher, Klepzig, Davis, Hatcher, Petefish.

Naye: none

Absent: Kocis, Kesselring.

The tax levy worksheet was reviewed and discussed. After discussion of who would be available to at the next meeting, it was decided to go ahead and approve the levy.

Roll call vote: Aye: Butcher, Klepzig, Davis, Hatcher, Petefish.

Naye: none

Absent: Kocis, Kesselring.

Under Old Business, an update was given on Toby Nass Helfer's Eagle Scout project of putting rocks underneath the solar panels in Plains. Toby has been speaking to other groups about raising funds and the donations have started to come in. The board approved to pay any amount that he is not able to raise up to the estimated cost of \$1,615.01 in a motion made by Hatcher, seconded by Petefish.

Roll call vote: Aye: Butcher, Klepzig, Davis, Hatcher, Petefish.

Naye: none

Absent: Kocis, Kesselring.

Also under Old Business, insurance quotes from three companies was reviewed for property, general liability, commercial auto, umbrella and workers compensation insurance. The board chose to go with Cincinnati that is represented by American Central Insurance. A motion was made by Davis, seconded by Klepzig.

Roll call vote: Aye: Butcher, Klepzig, Davis, Hatcher, Petefish.

Naye: none

Absent: Kocis, Kesselring.

The meeting was adjourned at 6:46pm.

Submitted by Cindy Boehlke 11-12-25.