

Townships of the Quincy Area Public Library District
Meeting
Monday, May 20, 2024
Minutes

The meeting of the Townships of the Quincy Area Public Library District Board of Directors was called to order at 5:39 p.m. on Monday, May 20, 2024, by President Jennifer Harvey.

Directors in attendance: Jennifer Harvey, Syndi Peck, Christa Johnson, Seth Klusmeyer, Phyllis Robertson, and TQ Liaison Dean LaVelle.

Others present: Executive Director, Kathleen Helsabeck, Director of Planning and Development, Chuck Bevelheimer and Jess Givens.

Trustees absent: Pam Clow

I. AGENDA

Jennifer made a motion to amend the agenda to show Chuck Bevelheimer's presentation at the beginning of the meeting. Christa made a motion to approve the agenda with that amendment. Phyllis seconded and the motion carried.

- II. Chuck Bevelheimer informed the board that the city received a request from United Alloy to extend the Quincy/Adams/Brown County Enterprise Zone to include 40 acres east of Ellington Road Industrial Area. He explained that United Alloy plans to construct \$200,000 square foot manufacturing facility on the property they purchased, which was recently rezoned for industrial use. They plan to build with a year, investing \$40 million into the building, machinery and equipment while creating 100+ jobs paying between \$25-\$35 per hour. Phyllis made a motion to approve the Enterprise zoning resolution. Christa seconded and the motion carried.

III. MINUTES

Christa made a motion to approve the meeting minutes for the month of March. Seth seconded and the motion carried.

IV. PUBLIC COMMENT

Geri informed the board of a successful turn out for the Friends of the Library Semi Annual Book Sale. The sale brought in approximately \$3600 in the month of April. She also expressed that they will be passing out books for Juneteenth.

V. DIRECTOR'S REPORT

Kathleen presented to the board the new logo design created by Library Market and staff. Additionally, Children's Programming Specialist Natascha Will attended a day workshop for RSA, and Circulation Representative Jim Brown attending a mending workshop.

VI. FINANCE

Jennifer told the board that the 10-month contractual payment to QPL for \$33,019.25 per month is now paid in full. Additionally, she informed them of a payment due to Schmiedeskamp, Robertson, Neu & Mitchell LLP. Seth made a motion to approve the payment and Christa seconded. The motion carried.

VII. POLICY COMMITTEE

The Policy Committee met to discuss the current Intergovernmental Agreement between QPL and the city.

VIII. DECENNIAL COMMITTEE

The Decennial Committee approved the meeting dates for year 2024, with the annual meeting occurring the third Monday in May. They are as follows:

June 13, 2024

July 11, 2024

August 8, 2024

September 12, 2024

October 10, 2024

November 14, 2024

December 12, 2024

May 19, 2025

IX. ACCOUNTING SERVICES-LAUTERBACH & AMEN

Kathleen presented to the board a quote from L&A to take over the accounting functions for them. Currently, TQ does not pay for accounting services, as the library does that in-house. However, QPL has had successful experience with the switch to L&A regarding timelier and well formatted financial reports. Additionally, the auditors at Wade Stables last year did recommend that all of the library entities be under the same accounting service. The board, however, is happy with the current accounting functions being done in-house by library administration. Phyllis made a motion to not switch over to L&A and keep the current accounting status as is. Syndi seconded and the motion carried.

X. PRESENTATION OF BYLAWS AMENDMENT

Phyllis made a motion to table any action regarding the bylaws being amended. Christa seconded and the motion carried.

Changes were made to the bylaws, but they were not presented in the board packet as red-lined. This will be corrected for the next meeting.

XI. TQ CONTRACT WITH QPL

The board discussed revising the new year's contract with QPL. They elaborated on the idea of paying one lump sum annually, as opposed to 10 payments over the course of the year. Phyllis made a motion to table any action taken regarding the TQ contract with QPL. Christa seconded and the motion carried.

Kathleen requested a finance committee meeting. It was decided it would be scheduled in June.

There being no further discussion, Christa made a motion to adjourn the meeting. Phyllis seconded, and the meeting was adjourned at 6:19 p.m.