



Library Board of Trustees:

Finance Committee

Meeting Minutes

December 16, 2025 at 6:45 p.m.

1. Call to order by Wells at 6:45 p.m. Roll call, certification of compliance with open meeting laws and public records laws, introduction of visitors and staff
Board members present: Bryan Wells, Gerry Klecker
Board members absent: Chad Wiertzema
Staff: Shelley Tougas, Jamie Smith
Guests: none

2. **ACTION ITEM: Approve agenda**
Motion by Klecker to approve agenda
Second by Wells
Discussion: None
MOTION CARRIED –2 Ayes/0 Nays

3. **ACTION ITEM: Approve minutes of prior meeting (s)**
Motion by Klecker to approve minutes
Second by Wells
Discussion: None
MOTION CARRIED –2 Ayes/0 Nays

4. **ACTION ITEM: Recommendation to accept financial reports and recommend bill payment**
Motion by Wells to approve items 4 a-c
Second by Klecker
Discussion: Tougas reported that there are some December finances included to be as up to date as possible
MOTION CARRIED – 2 Ayes/0 Nays

5. **POTENTIAL ACTION ITEM:** Recommend board approval to transfer unspent personnel funds to technology and/or programming
Motion by Wells to recommend approval to transfer unspent personnel funds to technology and/or programming
Second by Klecker
Discussion: Tougas explained that these are surplus funds from personnel that will not be entirely used for personnel but can be used instead under programming and/or technology budgets
MOTION CARRIED – 2 Ayes/0 Nays

6. **ADJOURN:**

Motion by Klecker to adjourn at 6:50 p.m.

Second by Wells

MOTION CARRIED – 2 Ayes/0 Nays

Respectfully submitted,

Jamie Smith