

Approved Minutes November, 9 2023  
Edward U. Demmer Memorial Library  
Library Board of Trustees Special Meeting

Trustee Attendance: Ann Asbeck (virtual), Rich Mahlerwein, Kathleen Olkowski (virtual), Dan McKissak (virtual)

Absent: Dianna Blicharz, Jeff Boehm, Patty Wallesverd,

Other Attendees: Peter Kotarba

Ann Asbeck called the meeting to order at 4:15 p.m.

**Agenda:**

Motion by Kathleen, seconded by Dan to approve the agenda in any order. All ayes, motion carried.

**New Business:**

- Approve position description for library custodian: Motion by Kathleen to approve position description, seconded by Dan. Discussion. All ayes, motion carried.
- Approve job posting for library custodian: Motion by Rich to approve position posting, seconded by Kathleen. Discussion. All ayes, motion carried.

There being no further business Rich moved to adjourn, seconded by Dan. All ayes, motion carried. The meeting adjourned at 4:21 PM.

Respectfully submitted: Peter Kotarba, Director