

**Amery Public Library Board of Trustees
March 16, 2020**

Wendy Dietrich called the meeting to order at 6:00 pm. Also present were Jennifer Tyman, Sarah Flanum, Betty Tomasek, Kyrsten Huges, Jen Lee, Greta McCarty, and Director Amy Stormberg. Guests present Ashley Long and Erin Hunter. A **Quorum** was established. The **motion (sf) to approve the agenda and seconded (jt) with amendment of adding to Old Business; Annual Report and amend the date and time to March 16 at 6:00pm. Motion carried.** It was certified that the meeting is in compliance with the open meeting law.

Public Comments

None currently.

Friends Report

Ashley reported there was \$830 in sales from the \$3 bag sale, there were two tables of free books. They have stopped accepting donations at this time. Ashley also stated that she had given her resignation to the Friends board and they would not accept it. Book sales have been stopped as of now. Follow up on brat stand participation needs to be done because as of now the location of the brat stand is unknown due to the addition at the grocery store.

Approval of Minutes: February

The February minutes were reviewed. The time in the opening paragraph needs to be changed to 6:00. **A motion was made (bt) and seconded (jl) to approve the Secretary's Report as amended. Motion carried.**

Library Director Report

See attached. All the current programming has been canceled because of the Safer at home order given by Governor Evers due to COVID-19

Personnel Report

None currently.

Financial Report

We are right on track with the budget.

Now Account for Audit:

The accounts were reviewed (see attached).

A motion was made (jt) and seconded (sf) to accept the financial report and approve Now Account for Audit. Motion carried.

Approve Vouchers (see attached)

The bills were reviewed. Erin and Heather have purchased an app program that can be used for the summer reading program for kids and adults to keep track of their reading logs. It is a web-based or app-based program. **A motion (bt) was made and seconded (jt) to approve vouchers for payment. Motion carried.**

Old Business

1. Annual Report:

Amy mentioned that the Annual Report was talked about last month but there wasn't a motion to approve it. **A motion was made (sf) and seconded (gm) to approve the Annual Report. Motion carried.**

2. Library Changes-Discussion with John Thompson (IFLS Director)/Proposed Government Center/Library Building Assessment.

Tabled until a later date.

3. Long Range Planning Committee:

Tabled until a later date.

New Business

1. Building Proposal/Discussion-Ashely Long:

There is possible talk to keep the library at its current location by buying the building. What that looks like at this moment is unknown.

2. Covid-19 Protocol:

It is recommended that we close the library as of March 17th at 5:00pm. MORE is pulling back all of their services as well. There is a staff meeting scheduled for March 17th at 8:00am to figure out the best way go about the next step in the next couple days. **A motion was made (jt) and seconded (kh) to close the library until April 6th or longer due to the statewide mandate of closing schools. Motion carried.**

3. Emergency Closing Policy: See attached

Strike "For weather related closing" and change "weather conditions" to emergency conditions. **A motion (gm) and seconded (bt, kh) was made to accept the suggested edits as recommended. Motion Carried.**

4. Additional Cleaning Costs:

Amy is recommending that the cleaners come in during the time we are closed and start to do some deeper cleaning section by section in the library. After discussion we all agreed it would be a good idea to go ahead and let them come in and clean.

Next Meeting

The Personnel committee will meet at 5:30 with the regular Board meeting following Monday April 20, 2019 at 6:00 PM.

Adjournment

A motion to adjourn was made (jt) and seconded (bt). Motion carried.