

**Amery Public Library Board of Trustees
September 21, 2020**

Wendy Dietrich called the meeting to order at 6:00 pm via Zoom. Also present were Jennifer Tyman, Sarah Flanum, Linda Gale, Betty Tomasek, Kyrsten Huges, Greta McCarty and Director Amy Stormberg. Guests present Ashley Long. A **Quorum** was established. The **motion (bt) to approve the agenda and seconded (jt). Motion carried.** It was certified that the meeting is in compliance with the open meeting law.

Public Comments

None at this time.

Friends Report

The Friends board will be meeting on Tuesday September 22nd at the curbside pop-up book sale in the parking lot of the library. The pop-up book sales have been a success and they will continue them as long as the weather holds out.

Approval of Minutes: August (See attached)

A motion was made (bt) and seconded (sf) to approve the Secretary's Report. Motion carried.

Library Director Report

(See attached). The library hosted a homeschooling informative meeting led by Wendy Dietrich, it focused on setting up a space for learning, different learning styles and how to supplement education. The Third Thursday crafting event for August had 47 people sign up and September there were 84. "Quaranteen" crafts in August had 70 kids participate. The Page Turner Virtual Summer Library Program had 342 views, the second highest among the libraries that participated. There have been 2200 curbside appointments from 4-27-20 until Labor Day.

Personnel Report

Wendy, Sarah, Jen & Amy met today. Amy updated us on overseeing the staff in the library two days a week. We will be having our official yearly review with Amy on October 12th.

Financial Report

(See attached) We have received all of our Act 150 funding for the year. **A motion was made (jt) and seconded (lg) to accept the Financial Report. Motion carried.**

Now Account for Audit:

The accounts were reviewed (see attached). Not a lot of spending but will be picking up now. **A motion was made (sf) and seconded (kh) to accept the financial report and approve the Now Account for Audit. Motion carried.**

Approve Vouchers (see attached)

The bills were reviewed. **A motion (kh) was made and seconded (jt) to approve vouchers for payment. Motion carried.**

Old Business

1. Library Building Update:

Wendy, Sarah and Amy have been meeting with the architectural firm. The proposed updated space allocations are as follows: Friends will go from 1200 square feet to 300 square feet, Historical Society will go from 1100 square feet to 0 square feet, as well as the Women's Club. All three of them have partnered with the library for a number of years and would like to still collaborate with them if at all possible. There is another meeting on Wednesday the 23rd and another one in October, the proposed City Center plan exceeds the

building square footage by approximately 3,000 square feet. There will need to be reductions made. There was a question of what we pay the hospital for our fee, it states on the agreement that we owe 11,197.27. We will continue to pay 2272.50 per month for our condo fee and the city is paying the rest. We may not see that on the new September budget and Amy will have to email Patty if it doesn't and share with us when it does reflect the right amount.

2. COVID-19:

Everyone is in a groove now and everything is stable. We are doing curbside pick-up and "by appointment only" for browsing and computer use. There is constant evaluating going on about how things are going, and there has been a lot of positive feedback. COVID activity in our area is high. The Polk County Health Department has recommended following the CDC guidelines. Guidance from the DPI and the IFLS library system on when to open more, stay the same or pull back on services currently offered is considered when making decisions.

New Business

1. **Trustee Essentials 4-Effective Board Meetings and Trustee Participation:** (see attached)
This is a good review on how board meeting and trustee participation.

2. **Trustee Training week-report:**

Linda reported that she was able to sit in on a couple of the classes, she thought they were all well done and each of them were very different. If we have some time we can go back and listen to them.

Next Meeting

The next personnel meeting will be October 19th at 5:30 via Zoom and the next regular board meeting will be October 19th at 6:00 via Zoom.

Adjournment

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