

Amery Public Library Board of Trustees
April 19, 2021

Wendy Dietrich called the meeting to order at 6:00 pm via Zoom. Also present were Jennifer Tyman, Linda Gale, Betty Tomasek, Sarah Flanum, Greta McCarty, and Director Amy Stormberg. Board members not present were Kyrsten Hughes and Annie Braaten. Guests present Doug Drake. A **Quorum** was established. The **motion (sf) to approve the agenda and seconded (bt). Motion carried.** It was certified that the meeting is in compliance with the open meeting law.

Director's Annual Review-Quarterly Follow-up

Closed Session: The Amery Area Public Library Board of Trustees may go into Closed Session pursuant to Section 19.85(1)(c) of the Wisconsin State Statutes to discuss personnel-related issues. The Amery Area Public Library Board of Trustees will reconvene in open session. A motion was made (sf) to go into closed session and seconded (gm) motion carried. Affirmative: Wendy Dietrich, Sarah Flanum, Jennifer Tyman, Greta McCarty, Betty Tomasek and Linda Gale. Negative: None. Following discussion, the board voted to end the closed session. Affirmative: Wendy Dietrich, Sarah Flanum, Jennifer Tyman, Greta McCarty, Betty Tomasek and Linda Gale. Negative: None. A motion was made to go out of closed session (sf) and seconded (lg) motion carried.

Public Comments

None at this time.

Friends Report

The Friends are trying to reduce their collection by as much as possible, their goal is to not move any books to the new site. They will have to move the existing shelving to the new building and they have had to drop one of the scholarships this year due to less funds coming in from their book sales and other fundraisers. There will be a trunk sale on April 24th at Dick's parking lot and there will be a "Sweet Saturday" where patrons will get a bottle of maple syrup and at least one book for a \$10 donation to the Friends, no date has been set yet. April 27th is "Give Big" day, they hope to raise \$1000, last year they raised \$1300, if the weather is nice the plan is to set up a station in the library parking lot. Friends Board recommended Ashely Long to become a Library Board member.

Approval of Minutes: March

A motion was made (sf) and seconded (lg) to approve, with the removal of Annie Braaten from the attendance list, the Secretary's Report. Motion carried.

Library Director Report

(See attached). Third Thursday had 48 participants. Amy had meetings with John Thompson on the new building, they also had a tour of the bank on the 9th. Amy continues to do a segment with Bob Zank on Koffee Klatch. There were 682 curbside, 122 browsing appointments and 4160 materials checked out in the last month.

Personnel Report

Our next meeting will be with Amy on July 19th at 5:00.

Financial Report

Everything looks to be in good shape for the month. We are ¼ way through the year, we are at 22.45% should be at 25%, there is a little built into the budget for new or extra staffing for the new building. **A motion was made (jt) and seconded (bt) to accept the financial report. Motion carried.**

Now Account for Audit 2020-2021

The accounts were reviewed (see attached). Mostly purchasing large print books. We are trying to beef up that collection because they will be going on the main level of the new building. **A motion was made (gm) and seconded (lg) to accept the financial report and approve the Now Account for Audit. Motion carried.**

Approve Vouchers 2020-2021

The bills were reviewed (see attached). There were quite a few programming expenses for summer programming. **A motion (bt) was made and seconded (jt) to approve vouchers for payment. Motion carried.**

Old Business

1. Library Building Update/Discussion:

Amy and the staff have had some fun picking out new things for the new site, they have decided on carpet, the style of wood and accents for the circulation desk, we will need to get new shelving to move into the new building.

2. COVID-19:

(See attached) We don't want to go backwards with the starting of opening the building for more browsing, Amy has proposed that the current services that are in the high category move to the very high category and the medium services move to high (as well as remain in medium). Low will remain the same. It was questioned what occupancy at 25% in the library would be, Amy thought it would be 25-30 people. **A motion (jt) and seconded (lg) was made to approve the new service level framework as amended. Motion carried.**

3. Library Board Appointments:

This is Wendy's last meeting; Betty will be president until a new one is appointed. Amy wanted to say thank you to Wendy for all the works that she has done for us. Betty said "The boots are high enough for all the "stuff" that has happened to not get into them."

New Business

1. St. Croix Valley Foundation (SCVF) Fund:

(see attached) Amy had a meeting with Heather from SCVF, they discussed the money that we have to use and the options we have to choose what to do with the money. We can roll-it forward, and it will be there to use next year, we can do a grant if we choose to take more money than allotted, or keep it there and let it continue to grow. Amy wanted us to know the options for future decisions.

2. Trustee Essentials #13: (see attached) This was given to us for review.

3. Trustee Essentials #14: (see attached) This was given to us for review.

Next Meeting

The next meeting will be on May 17 at 6:00 via Zoom or in person depending on numbers in the area.

Adjournment

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