

Amery Public Library Board of Trustees
Monday October 18, 2021

Ashley Long called the meeting to order at 6:00 pm in person at the Amery Area Community Center. Also, present were Jennifer Tyman, Gret McCarty, Betty Tomasek, Kyrsten Huges, & Linda Gale. Not present Director Amy Stormberg. Guests present Leslie Hessler. A **Quorum** was established. **The motion (bt) to approve the agenda and seconded (kh). Motion carried.** It was certified that the meeting is in compliance with the open meeting law.

Public Comments

None at this time.

City Council Report

No report at this time.

Friends Report

Leslie Hessler requested permission to come into the library after hours to start getting rid of their overstock of books and get things organized for their part of the move. They are asking to have 4 Friends be allowed in at a time wearing masks and following all other COVID protocols. They are also asking permission to ask some high school sports teams to come in and help move all the books out as a dumpster is arriving soon. **A motion was made (kh) and seconded (lg) to allow up to 5 members of the Friends of the Library into their space during library hours. Motion carried.**

A motion was made (jt) and seconded (gm) to allow a crew of volunteers to come into the library to help start packing up the extra books left in the Friends of the Library space after library hours. Motion carried.

Approval of Minutes: September

A motion was made (bt) and seconded (lg) to approve the Secretary's Report with the following corrections; under the approval of minutes to change (by) to (bt) and # 1 under New Business; Youth Services... change "...with that said they will not e in charge..." to "...with that said they will not **BE** in charge..." . **Motion carried.**

Library Director Report

(See attached). There were 210 curbside appointments, 47 computer appointments, 701 browsing visits and 2595 circulated materials last month.

Personnel Report

None at this time.

Financial Report

(See attached) We are currently in good shape; we are at 62.5% and should be at 75%. **A motion was made (jt) and seconded (kh) to accept the financial report. Motion carried**

Now Account for Audit

The accounts were reviewed (see attached); **A motion was made (kh) and seconded (gm) to approve the Now Account for Audit. Motion carried.**

Approve Vouchers

The bills were reviewed (see attached). **A motion (lg) was made and seconded (bt) to approve vouchers for payment. Motion carried.**

Old Business

1. **Personnel Committee:** It was asked who would take the vacant spot on the committee left by Sarah Fl anum. Jen volunteered to join the committee because we are down board members at this time.

New Business

1. **Hiring procedure for new Employees:**

John suggested that we ask Leah from IFLS to interview our applicants for the Youth Services Director along with Ashley and Ellen would be allowed to interview for other library staff with a board member present or other library staff. **A motion (jt) was made and seconded (lg) to allow Leah from IFLS to interview; along**

with Ashely for the Youth Services Director position and Ellen to interview for other library staff as long as a board member or other staff member is present. Motion carried.

2. Letter to the Editor

A motion (lg) was made and seconded (bt) to not write a letter at this time to the editor. Motion carried.

3. Letter to City: Status of Project:

(See attached) After discussion of the letter a motion (kh) was made and seconded (gm) to accept the letter as written to send to the City Council. Motion carried.

4. Letter to the City: Vacant Library Board Seat:

(See attached) A motion (gm) was made and seconded (lg) to approve and send the letter to the City of Amery asking to post the vacancy on the City of Amery website.

5. Revised quote from Yerges:

A. Including the Amery Historical Society in the library move or not?

A motion (kh) was made and seconded (bt) to not move the Historical Society physically or financially. Motion carried. A letter will be sent to inform them of this.

A motion was made (jt) and seconded (kh) to approve Yerges as our movers and our secondary choice of Daymakers Moving as our secondary choice pending the move in dates. Motion carried.

6. 2021 Wages:

A proposal has been presented to us. A motion (kh) was made and seconded (bt) to table the wage discussion until a later date. Motion carried.

7. Proposed 2022 Budget for the Amery Area Public Library:

A motion (kh) and seconded (gm) was made to submit the proposed appropriation budget for \$230,000.00 to the City of Amery. Motion carried.

Closed Session: The Amery Area Public Library Board of Trustees-Personnel Committee may go into Closed Session pursuant to Section 19.85(1)(c) of the Wisconsin State Statutes Library Director: considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercised responsibility The Board will not reconvene in open session following the closed session.

A motion was made (bt) to go into closed session and seconded (jt) motion carried. Affirmative: Ashley Long, Jennifer Tyman, Betty Tomasek, Linda Gale, Kyrsten Huges, & Greta McCarty. Negative: None

Next Meeting

The next regular board meeting will be on November 18 at 5:45 pm via Zoom or in person depending on COVID numbers in the area.

Adjournment

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