

**Amery Public Library Board of Trustees  
Monday, February 28, 2022**

Ashley Long called the meeting to order at 5:45pm in person at the Amery Area Public Library. Also, present were Jennifer Tyman, Annie Braaten, Betty Tomasek, & Linda Gale, Greta McCarty, Kyrsten Hughes, Interim Director Heather Wiarda and Director Rachel Thomas. A **Quorum** was established. **A motion (gm) was made 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**

The staff was very appreciative of the appreciation dinner and gifts given to them from the Board.

**Friends Report**

They are hoping to have their first sale in April. They are hoping to start accepting donations this summer some time. William Kent Kruger will be coming June 4<sup>th</sup> and will be presenting at the Amery Community Center. They were very thankful of the help they got from the move and also got a grant for \$5000 for shelving.

**Approval of Minutes: September**

**A motion was made (gm) and seconded (kh) to approve the Secretary's Report** with the following amendments; in the January 24<sup>th</sup> minutes: In the amendments of minutes change "huges" to Hughes.  
**Motion carried.**

**Library Director Report**

(See attached). Rachel completed the Annual Report. Grand opening was a success! From February 12<sup>th</sup> – 25<sup>th</sup>, the library had 2267 books checked out, 63 computer visits, 266 wireless sessions and 31 new patron registrations.

**Personnel Report**

Nothing to report at this time.

**Financial Report**

(See attached) It was discussed on how the city will pay for the items purchased with the money allocated by the city. **A motion was made (kh) and seconded (bt) to approve the Financial Report.**

**Now Account for Audit**

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

**Approve Vouchers**

The bills were reviewed (see attached). **A motion (bt) was made and seconded (gm) to approve vouchers for payment with a note that \$20,000 is coming from the City of Amery to cover furniture expenses (items listed). Until furniture funding is transferred the library can spend up to \$10,000 on furniture and the remaining \$10,000 can be spent after the entire \$20,000 is transferred in the library budget from the City of Amery.**

1. Uplift desk for \$1987
  2. Lakeshore Cabinet & bean bag chairs minus the playroom toys for \$2790.14.
- 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 **Interim Director and Library Director.** The Board will reconvene in open session following the closed session.

**A motion was made (ab) to go into closed session and seconded (gm) to discuss Interim Director and Library Director. Motion carried. Affirmative: Ashley Long, Jennifer Tyman, Betty Tomasek, Linda Gale, Greta McCarty, Annie Braaten, & Kyrsten Hughes. Negative: None**

**A motion was made (ab) to come out of closed session and seconded (gm) after the discussion of Interim Director and Library Director. Motion carried. Affirmative: Ashley Long, Jennifer Tyman, Betty Tomasek, Linda Gale, Greta McCarty, Annie Braaten, & Kyrsten Hughes. Negative: None**

## **Discussion/Action Items**

### **1. Building Report:**

See Directors notes.

### **2. COVID Service Level Plan in accordance with the CDC:**

See attached. After some discussion a motion (jt) was made and seconded (ab) to follow the CDC recommendations from the February 25, 2022 report on mask wearing in the library from this time moving forward; effective immediately. Motion carried.

### **3. Now Account:**

It was brought up that our account had only made 32 cents for the \$32,000 we had in it. It was suggested that we look at other banks to see if we can get a higher interest rate on it.

## **Next Meeting**

The next regular board meeting will be on Monday March 21<sup>st</sup> at 5:45 pm via in person or via Zoom.

## **Adjournment**

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