

**Amery Public Library Board of Trustees
Monday, July 25, 2022**

Ashley Long called the meeting to order at 5:45pm in person at the Amery Area Public Library. Also, present were Jennifer Tyman, Kyrsten Hughes, Linda Gale, Eric Elkin, Annie Braaten, Greta McCarty & Director Rachel Thomas and guest Kathy Ryan. A **Quorum** was established. **A motion (ab) was made and seconded (lg) to approve the agenda. Motion carried.** It was certified that the meeting is in compliance with the open meeting law.

Approval of Minutes: June

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

Public Comments

Eric mentioned that he had talked with Patty and Ben about getting a time scheduled to paint the railings outside on the handicapped ramp in September. The roofing repairs, some stucco repairs and retaining wall repairs will also be done in September.

Friends Report

They talked about their bookshelves, possibly being open during programming that may be going on at the library. Started to do some planning on the Love your Library event in February. It was mentioned that it is the 40th anniversary of the Friends next year. There was talk about the memorial/recognition spaces. They asked the library if there are any plans in place for any safety issues that may arise, such as an active shooter or fire. They are now accepting all donations in limited amounts and their next sale will be August 4th & 6th.

Library Director Report

(See attached). Our new Youth Services Librarian will be starting on August 8th. Amy's last official day will be July 26th. Rachel was appointed by the governor to the Council on Library & Network Development; it is a 19-member council that works on ensuring Wisconsin Citizens have access to libraries & informational resources. There were 5703 checkouts, 67 new patrons, 130 computer sessions, & 949 wireless sessions in July.

Personnel Report

Nothing at this time.

Financial Report

(See attached) **A motion was made (kh) and seconded (gm) to approve the Financial Report with the bike rack and sanitation cost check pending. Motion carried.**

Now Account for Audit

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

Approve Vouchers

The bills were reviewed (see attached). **A motion (ee) was made and seconded (ab) to approve vouchers. Motion carried.**

Discussion/Action Items

1. City Organizational Improvement Training:

Rachel was asked to attend this training session with Patrick Ibarra; it is only for city department heads & city council members and will be held here in Amery lasting 3 hours. After discussion **A motion (jt) was made and seconded (ab) to approve Rachel's participation cost of \$540 to go to the City Organizational Improvement Training; if she so chooses to go. Motion carried.**

2. Memorial Space:

There has been a lot of communication from donors that have not felt recognized in the new space. Kathy, Heather and Chelsea are on the start of a committee to figure out the next step. After much discussion there is still a lot of work to be done and decided. If anyone has some good ideas please see one of the committee members.

3. Review Collection Management Policy:

See attached. After review of the policy a **motion (kh) and seconded (ab) to approve the Collection Management Policy as is with an updated address on the back sheet. Motion carried.**

4. Library Board Officers Election:

Election of President:

**A motion (ee) was made and seconded (lg) for Ashley to continue as board president.
Motion carried.**

Election of Vice President:

Nominations: Linda Gale

**A motion (ee) and seconded (kh) to elect Linda Gale as board vice president.
Motion carried.**

Election of Secretary:

**A motion (ab) was made and seconded (gm) for Jen Tyman to continue as board secretary.
Motion carried.**

Election of Treasurer:

A motion (al) and seconded (gm) was made to have Kyrsten Hughes continue as board treasurer.

Motion carried.

Personnel Committee: Ashley Long, Eric Elkin & Kyrsten Hughes

Long Range Planning Committee: Linda Gale, Greta McCarty & Annie Braaten

**A motion (gm) was made and seconded (kh) that the secretary does not need to serve on a committee.
Motion carried.**

Next Meeting

The next regular board meeting will be on Monday August 22nd at 5:45 pm via in person.

Adjournment

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