

**Amery Public Library Board of Trustees**  
**Monday, September 26, 2022**

Ashley Long called the meeting to order at 5:45pm in person at the Amery Area Public Library. Also, present were Jennifer Tyman, Linda Gale, Eric Elkin, Annie Braaten, Greta McCarty, outgoing Director Rachel Thomas & New Director Heather Wiarda. Not present; Kyrsten Hughes. A **Quorum** was established. **A motion (ee) 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: August & special meetings of August 25<sup>th</sup> & September 6<sup>th</sup>**

**A motion was made (ab) and seconded (lg) to approve the Secretary's Reports for all of the above with a change to September 6<sup>th</sup> by taking one "n" off of Tymann. Motion carried.**

**Public Comments**

Nothing to report at this time.

**Friends Report**

They talked about the past donor recognition; they decided on a traditional plaque with engraved brass name plates and are hoping to combine duplicate names to conserve space and money. The next book sale will be September 29<sup>th</sup> and Oct 1<sup>st</sup>.

**Library Director Report**

(See attached). Rachel wanted to thank everyone for our support. The Adult Services Librarian has been posted for almost 3 weeks; they have gotten 8 applications and are looking forward to interviews with in the next two weeks. Rachel attended the first COLAND meeting; learned a lot and had a good time. August circulation was 4809, new patrons 31, computer sessions 185 & wireless sessions 1055.

**Personnel Report**

Eric and Ashley did an exit interview with Rachel last Wednesday and will be scheduling a 6-month review with Heather soon; so it is not forgotten later.

**Financial Report**

(See attached) The bike rack has been credited. **A motion was made (jt) and seconded (gm) to approve the Financial Report. Motion carried.**

**Now Account for Audit**

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

**Approve Vouchers**

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

**Discussion/Action Items**

1. **Introduction of new Library Director:**  
Welcome Heather Wiarda
2. **Thank you To Rachel:**  
She gave the board a thank you note.
3. **2023 Library Budget:**  
(See attached) The Committee of the Whole said that for now they are not going to change rental fees for 2023 but are looking into a lease agreement for the future. **A motion (ab) was made and seconded (gm) to approve the budget as written and submit the approbation to the city. Motion carried.**
4. **Special Meeting Minutes**  
(See above)
5. **Shelving/Furniture Purchase update:**  
Furniture has been decided upon and the staff is now deciding on the fabric. They are purchasing 2 couches & a booth for the youth area, as well as 4 large chairs and 16 units of shelving have been ordered for upstairs.

**Next Meeting**

The next regular board meeting will be on Monday October 24<sup>th</sup> at 5:45 pm at the library.

**Adjournment**

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