

Amery Public Library Board of Trustees
Monday, September 25, 2023

Ashley Long called the meeting to order at 5:45pm. Also present were Jennifer Tyman, Eric Elkin, Linda Gale, Greta McCarty, Director Heather Wiarda, Youth Services Librarian Emma Novak. Not present were Kyrsten Hughes & Annie Braaten A **Quorum** was established. **A motion (gm) 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

A motion was made (gm) and seconded (ee) to approve the Secretary's Reports for August. Motion carried.

Public Comments

See attached letter that Heather read to us.

Friends Report

The Friend's Representative has been sick, and we wish her well. They are looking at doing another author event soon. The next book sale is Thursday Oct 5th and Saturday Oct 7th.

Library Director Report

(See attached). There were 4772 checkouts; 252 computer sessions; 1471 wireless sessions & 34 new patron registrations for the month. The first week of October is "Banned Books Week" During that week the library is focusing on the campaign is "Let Freedom Read". Heather will be gone the 4th week in February.

Personnel Report

Nothing to report at this time.

Financial Report

(See attached) The report was reviewed. **A motion was made (jt) and seconded (lg) to approve the Financial Reports. Motion carried.**

Now Account for Audit

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

Approve Vouchers

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

Discussion/Action Items

1. 2024 Budget:

See attached. After discussion and review, **A motion was made (ee) and seconded (gm) to approve the appropriation request of \$200,000.00 from the City of Amery. Motion carried.**

2. Updated Job Descriptions:

See attached. After review and discussion of suggested changes **a motion was made (lg) and seconded (gm) to approve all the updates to the job descriptions.**

3. Long-Range Plan:

(See attached) Heather presented the final Long-Range Plan and **a motion was made (gm) and seconded (ee) to approve the plan as written and share with the public in different formats and have a couple hard copies on hand at the library. Motion carried.**

Next Meeting

The next regular board meeting will be on Monday October 23rd at 5:45 pm at the library.

Adjournment

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