

**Amery Public Library Board of Trustees
Monday, March 27, 2023**

Ashley Long called the meeting to order at 5:45pm via Zoom. Also, present were Jennifer Tyman, Kyrsten Hughes, Eric Elkin, Greta McCarty, Linda Gale, Director Heather Wiarda and guest Kathy Ryan Not present: Annie Braaten A **Quorum** was established. **A motion (kh) 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: March

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

Public Comments

None to report at this time.

Friends Report

(See attached); The Love your Library event was a success for the first time in the new space. They will be working on some things for next year. They are planning a 40th anniversary event for November.

Library Director Report

(See attached). There were 3770 checkouts; 126 computer sessions; 1062 wireless sessions, 2409 website visits & 26 new patron registrations for the month of January. Heather met with our attorney and he wants to re-write the whole employee manual, they will have a rough draft ready for the next meeting for us to review and possibly approve.

Personnel Report

(See attached) The committee met on March 21st. They sat down with Heather to set goals for the long-range plan, a clear training procedure plans and consistent training were among the top three goals. The next meeting has not been set but will be in 6 months.

Financial Report

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

Now Account for Audit

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

Approve Vouchers

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

Discussion/Action Items

1. Hours survey results and timeline:

(See attached) During the summer the results showed staying open until 3 and staying open until 4:30 or 6 on Fridays in the winter were the most popular choices. We had a lengthy discussion and a **motion (jt) was made and seconded (kh) to approve the library to start a trial of staying open until 6:00pm on Friday for 1 year beginning the first Friday in May (May 5th). Motion carried.**

2. Safe child policy amendment:

See attached. In the highlighted amended part states " a caregiver is defined as a responsible person who is at least 15 years or older." **A motion (kh) and seconded (ee) to approved the amend safe child policy.**

Next Meeting

The next regular board meeting will be on Monday April 24th at 5:45 pm at the library.

Adjournment

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