

**Amery Public Library Board of Trustees**  
**Monday, July, 2024**

Ashley Long called the meeting to order at 5:45pm. Also, present were Jennifer Tyman, Kyrsten Huges, Annie Braaten, Eric Elkin & Linda Gale; not present Greta McCarty Director Heather Wiarda & Adult Services Librarian Trevor Richards were also present. 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: June**

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

**Public Comments**

None at this time.

**Friends Report**

Summer tends to be a bit slower for the friends; There was a celebration for Elain Meyer. they are still planning to do something for their 40<sup>th</sup> anniversary sometime in the fall. They are still looking for members in general and board members as well.

**Library Director Report**

(See attached). Heather received two scholarships; one for a class on part-time employees at UW-Madison and in the fall, she will attend a small & rural library conference in Massachusetts. We also got a tour of the building with all the new signage. The memory wall is waiting on some samples of frames for the plaques before that project moves any farther. There were 5528 checkouts; 354 computer sessions; 1203 wireless sessions & 59 new patron registrations for the month.

**Personnel Report**

None at this time.

**Financial Report**

(See attached) The report was reviewed. Heather mentioned there is one line that needs adjusting. **A motion was made (ab) and seconded (jt) to approve the Financial Reports for May. 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 (ab) to approve vouchers. Motion carried.**

**Discussion/Action Items**

**1. Trustee Essential 8: Developing the Library Budget**

We discussed and reviewed.

**2. Draft 2025 budget review:**

Heather showed us and went over her estimated budget for 2025.

**3. Programming & Displays Policy:**

(See attached) This is a new policy that Emma put together to answer and make questions clearer on what or why the library can and cannot "sponsor" a program. There will be a form that can be filled out for the public to file when they want to display something. **A motion (ab) was made and seconded (ee) to approve the Programming and Displays Policy with the edit from "No individual or organization shall use a program at the Library to advertise or recruit members or customers.", to "No individual or organization shall use a program at the Library to advertise or recruit members or customers, unless affiliated with the library." Motion carried.**

4. **Long Range Plan Update:**

(see attached) Hether reviewed the plan and pointed out some things that they are working on, such as new signage.

**Next Meeting**

The next regular board meeting will be on Monday August 26, 2024 at 5:45 pm at the library.

**Adjournment**

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