

**Amery Public Library Board of Trustees**  
**Monday, May 19, 2025**

Ashley Long called the meeting to order at 5:45pm board members present Jennifer Tyman, Eric Elken, Linda Gale, Director Heather Wiarda, Adult Services Librarian Lori Pickard & Youth Services Director Emma Novak. Board members not present were Greta McCarty, Annie Braaten, & Kyrsten Hughes. A **Quorum** was established. **A motion (jt) and seconded (ee) was made to approve the agenda as written. Motion carried.** It was certified that the meeting is in compliance with the open meeting law.

**Public Comments**

Nothing to report at this time.

**Approval of Minutes: May Minutes**

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

**Friends Report**

(see attached) Ashley was able to attend the meeting. The Friends met with the St. Valley Foundation to see what would be a good fit for them in funds. They are working on bylaws and have been struggling with keeping board members. They are almost out of their first round of book bags and have ordered more. Book sales are still going well. Emma presented the Summer Reading program (SRP) and performers to them and they agreed on donating \$2000 to use for the SRP.

**Library Director Report**

The City of Amery approved a \$35000.00 allowance for book shelves in the adult non-fiction area of the library. The library email notification system has been replaced with a new program. Emma presented the SRP to us. There were 4293 checkouts, 22 new patrons, 1512 wireless sessions and 2416 website views.

**Financial Report: March & April**

(See attached) A motion (jt) was made and seconded (jt) to approve the Financial Reports for March & April. Motion Carried.

**Now Account for Audit**

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

**Approve Vouchers**

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

**St. Croix Valley Foundation Grant**

We have \$3000.00 to use this year. Heather presented a wish list that included a mural some items for the children's garden and some promotional materials. The total amount would be \$3119.00. **A motion was made (lg) and seconded (ee) to approve the spendable amount on the discussed upon items listed above. Motion carried.**

**Policy Review: Library Patron Expectaiton and Behavior Policy, Meeting and Study Room Policy**

(See attached) **Library Patron:** the policy was reviewed and no changes were made.

**Meeting Room:** add job pod as a "meeting space" as written in the highlighted paragraph. **A motion was made (ee) and seconded (lg) to approve the amended paragraph to the Meeting and Study Room Policy. Motion carried.**

**Review/approval of the MOU with the City of Amery**

(see attached) The library percentages of invoices from all vendors that the city and library share; now that they have been presented to us we are no accepting these contracts. **A motion was made (ee) and seconded (lg) to approve the MOU as updated. Motion carried.**

**Next meeting date: Monday June 23<sup>rd</sup> at 5:45pm at the Amery Area Public Library.**

**Adjournment**

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