

Amery Public Library Board of Trustees
Monday, July 28, 2025

Ashley Long (via Zoom) called the meeting to order at 5:45pm board members present Jennifer Tyman, Eric Elken, Kyrsten Hughes, Linda Gale, Director Heather Wiarda & Youth Services Director Emma Novak. Board members not present were Greta McCarty & Annie Braaten. A **Quorum** was established. **A motion (lg) and seconded (kh) 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

Heather passed around a collection of postcards that were sent to IFLS & Madison in support and importance public libraries.

Approval of Minutes: June Minutes

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

Friends Report

(see attached) The book bags are selling well; they always host a book sale the first Saturday of each month as well as the Thursday leading up to that. The book cart of books for sale upstairs is doing well. They are talking about getting a laptop to keep for the board members so everything they need is all in one place in case something was to happen to one of the members.

Library Director Report

(See attached) There was a new water leak in the library work room and they think it has been found and will be working on fixing that in the upcoming days/weeks. The air conditioning has been fixed in the basement. The current Fund balance had some discrepancies; according to the new audit. Heather, the City Administrator Alex, and the audit company are working together to figure out the issues.

Financial Report:

(See attached) Everything looks good. **A motion (lg) was made and seconded (jt) to approve the Financial Reports for June. Motion Carried.**

Now Account for Audit

Thanks to a generous donation; the library was able to purchase a DASH coding robot for the STEM room. 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 (lg) to approve vouchers. Motion carried.**

Donor Wall Update

Heather spoke with Debbie; she has been successful in transferring the files into the library's font. They are working on getting a test engraving done to have available for review for the August meeting.

Policy Review: Fund Balance Policy

The policy was reviewed and no changes are needed at this time.

Unattended Children & Vulnerable Adults Policy

There have been some concerns expressed by the staff that 8 years old seems too young to be left alone. There was discussion on adding a line about children under 7 with a supervised adult need to have discipline by parent.

Election of Officers

A motion was made (ee) and seconded (kh) to cast a unanimous vote to keep all the positions the same and will look at sub-committee allocations when all of the board members are present. Motion carried.

Possible Sale of used book stands

We have almost 1000 book easels and Trevor Richards from the Bruce Area Public Library has asked to pay \$2.10 each for 144 of them. **A motion was made (lg) and seconded (kh) to approve the sale of 100 easels to The Bruce Public Library. Motion carried.**

Next meeting date: Monday August 25th at 5:45pm at the Amery Area Public Library.

Adjournment

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