

**Amery Public Library Board of Trustees**  
**Monday, September 22, 2025**

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

None at this time.

**Approval of Minutes: August Minutes**

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

**Friends Report**

Heather, Ashley, Emma & Annie all went to the meeting. They are having trouble finding a new author to visit; Heather has given them suggestions. The school asked the Friends to donate books for the "Spooky Sidewalk Storytime" being held on the 25<sup>th</sup> of October. The book sales continue to be on the first Thursday and Saturday of each month; with revenue slipping. Ashley wants to meet with Marsha to suggest some options to help sales.

**Library Director Report**

(See attached) The new bookshelves have been installed. The file was sent to the engravers/ laser company; there is no news on when the first panel will be done. Alex changed the city request from \$220,000.00 to \$218,000.00; Heather presented a budget with the change just in case the city approves the lower request. There have not been any new programs set up with the school but they are working on some collaborations. There were 4533 check outs, 35 new patrons, 424 computer sessions and 1269 wireless sessions throughout the month.

**Financial Report:**

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

**Now Account for Audit**

(see attached). **A motion was made (gm) and seconded (ab) to approve the Now Account for Audit. Motion carried.**

**Approve Vouchers**

The bills were reviewed (see attached). Heather noted that there was a \$1000 went towards the book giveaway for the Halloween giveaway. **A motion (ab) was made and seconded (gm) to approve vouchers. Motion carried.**

**2026 Draft Budget**

As noted in the Directors report that the city is now stating that they are going to give the library \$2000.00 less than they first reported. Heather changed some things around and presented the "new" budget if that is the case.

**Policy Review: Computer & Internet use policy & Programming policy**

(see attached) Both policies were reviewed and no changes are necessary at this time.

**Closed Session: The Amery Area Public Library Board of Trustees-Personnel Committee may go into Closed Session pursuant to Section 19.85(1)(c) of the Wisconsin State Statutes: *considering the employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercised responsibility. (Consideration of Adult Services Librarian)***

**A motion was made (gm) to go into closed session and seconded (ab) to discuss the Adult Services Librarian's status. Motion carried. Affirmative: Ashley Long, Jennifer Tyman, Annie Braaten & Greta McCarty. Negative: None**

**A motion was made (ab) to come out of closed session and seconded (gm) after the discussion of Adult Services Librarian's status. Motion carried. Affirmative: Ashley Long, Jennifer Tyman, Annie Braaten & Greta McCarty. Negative: None**

No action taken at this time.

**Next meeting date: Monday October 27<sup>th</sup> at 5:45pm at the Amery Area Public Library.**

**Adjournment**

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