

**Amery Public Library Board of Trustees**  
**Monday, October 27, 2025**

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

Hether presented the best Library from the "Best of" Amery Free Press Contest of 2025

**Approval of Minutes: September Minutes**

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

**Friends Report**

Ashely had hoped to connect with Marsha from the FOL board to discuss book sales however it has been hard to get something scheduled; she is still working on it. The book sales continue to be on the first Thursday and Saturday of each month; with revenue slipping.

**Library Director Report**

(See attached) Debbie presented that the manufacturer is having a problem with the size and she was going to meet with one more printer to see if they could do the job; if not, she will have to make a decision to make the project smaller or in two pieces per window. Emma & Heather presented a new mural that Emma had painted that can be seen from the basement window. The trick or treat day was good; there was less traffic than last year with around 200 books given out. There were around 300 people that came out to the Spooky Storytime trail in the school forest. Lori is stepping down from Adult Services Librarian position and Heather is in the process of hiring someone new. There were 4500 check outs, 25 new patrons, 373 computer sessions and 1285 wireless sessions throughout the month.

**Financial Report:**

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

**Now Account for Audit**

(see attached). The transition has been made from Bremer Bank to Old National Bank. **A motion was made (lg) and seconded (ab) to approve the Now Account for Audit. Motion carried.**

**Approve Vouchers**

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

**Report from Long Range Planning Committee**

Annie, Greta, & Heather went over the tracking sheet and decided that everything is going well. They are doing some brainstorming on some things that still need work. They are thinking of meeting again in February.

**Review MOU with City of Amery**

Heather wanted to see the MOU with the city and has stated that everything is working well and no changes need to be made at this time to the MOU.

**Policy Review: Confidentiality of Library Records & Service Animals Policy**

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

**Trustee Essential 21: The Library Board and Accessible Services**

Heather presented the Trustee Essentials; we reviewed and discussed.

**Next meeting date: Monday December 1<sup>st</sup> at 5:45pm at the Amery Area Public Library & a Zoom meeting is set for December 29<sup>th</sup> for vouchers approval at 5:45pm**

**Adjournment**

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