

Amery Public Library Board of Trustees
Monday, December 1, 2025

Ashley Long called the meeting to order at 5:45pm board members present Jennifer Tyman, Eric Elken, Linda Gale, Annie Braaten & Greta McCarty, Director Heather Wiarda & Youth Services Director Emma Novak were also present. Board members that were not present were Kyrsten Hughes. A **Quorum** was established. **A motion (gm) and seconded (lg) was made to approve the agenda with a change of order and adding in Personnel report. Motion carried.** It was certified that the meeting is in compliance with the open meeting law.

Personnel Report:

Ashley made a suggestion that there should be a secretary or someone to take the minutes during the Personnel meetings and the Long-Range Planning meetings. For now, Annie will be the delegated secretary for the Long-Range Planning committee and Eric will take minutes during the Personnel committee meetings.

Financial Report:

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

Now Account for Audit

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

Approve Vouchers

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

Donar wall

After discussion of our disappointment of how the Donar wall is progressing **a motion was made (ab) and seconded (lg) to ask Debbie, in writing and in person, to have a completed project by March 1st or she will need to refund the money we have given her and to give the parts of the project that she has completed to the Amery Area Public Library. Motion carried**

Approve 2026 Holidays

(See attached.) **A motion was made (ab) and seconded (gm) to approve the 2026 Holiday schedule with the amended date for Fall Festival. Motion carried.**

Discussion/Approval 2026 Budget

(see attached) Heather mentioned that the wage change will not take effect until March 1st. **A motion (ab) and seconded (gm) to approve the 2026 budget as written. Motion carried.**

Policy Review: Circulation of Library Materials and Emergency Closings/Delayed Openings

(see attached) Circulation of Library Materials was reviewed and no changes are necessary at this time. The Emergency Closings/Delayed Openings policy was reviewed (see attached) everything that is highlighted or struck through needs to be amended. **A motion (gm) and seconded (ab) to accept the new policy changes as written/amended. Motion carried.**

Public Comment

Nothing to report at this time.

Approval of Minutes: October Minutes

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

Friends Report

The Friends came to Heather and stated that they want to keep the book sale room open during library hours now. Book sales will now continue every day.

Library Director Report

(See attached) Heather has hired a new Adult Services Librarian, Jake is from the New Richmond library and she thinks he will make a great addition to the Amery Library.

Next meeting date: A Zoom meeting is set for December 29th for vouchers approval at 5:45pm and our next regular board meeting will be on January 26th at 5:45 at the Amery Library.

Adjournment

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