

Amery Public Library Board of Trustees
Monday, April 27, 2026

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

Heather shared Clear Lake 6th Grade thank you letters from their visit. She also shared that a while back she had helped a patron with a job application and the patron came back to share with her that she had gotten the job and was very appreciative of Heather's help!

Approval of Minutes: March

A motion was made (ee) and seconded (ab) to approve the Secretary's Reports from March's Meeting with an amendment of "Elken" to "Elkin". Motion carried.

Friends Report

Heather attended the meeting; they lost the new board member. They have chosen to sponsor the large program for the Summer Reading programs.

Library Director Report

(See attached) Heather, Emma & Jake went to PLA; they were able to research some story walk providers. There were 4771 checkouts; 324 computer sessions; 1314 wireless sessions and 1916 website visits in the past month.

Financial Report:

(See attached) Everything looks good; once the auditors are done, we should have a good idea of our fund balance. **A motion (jt) was made and seconded (ee) to approve the Financial Reports. Motion Carried.**

Donation Account

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

Approve Vouchers

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

Discussion of Repayment Proposal from Debbie Elmer Studios

(see attached) Debbie presented Heather with a proposal on how she wants to repay the remaining funds back to the library. She has asked to pay \$1000.00 per month until it is paid off with a \$500 payment as her last payment. **A motion (ab) was made and seconded (ee) to approve the payment plan as written by Debbie Elmer with amendments as close of day at 6:00pm on the 15th of each month with changes from August 15th to the 17th; if not paid on time it will be sent to the City of Amery's Lawyer. Motion carried.**

Policy Review: Background Check Policy

(see attached) Heather has asked for a policy to be accepted on gifts in kind given to staff support and board members to come out of the donation account. **A motion (jt) was made and seconded (gm) to approve the policy as written and presented at the meeting. Motion carried.**

Trustee Essential #7: Library Board & Library Personnel

(see attached) Heather presented and discussed this policy with us.

Long Range Plan Update

(see attached) Heather presented that they are in the planning process of the new Long-Range Plan; Focus group dates are set for June 11th.

Next meeting dates are set as June 1st, July 6th & August 3rd & August 24th at 5:45 at the Amery Public Library.

Adjournment

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