

Meeting Minutes

Karlen Memorial Library Board

The Karlen Memorial Library Board of Trustees met on Tuesday, November 24, 2015. Present were Sarah Haber, Tanya Oligmueller, Sandy Lierman, Jackie Delmont, and Librarian Stephanie Heinemann. Board President Sarah Haber called the meeting to order at 5:34 P.M. and indicated the location of the Open Meeting Act.

Minutes from the October 26 meeting were read. A motion was made by Tanya and seconded by Jackie to approve the minutes.

The financial report showed \$8,557.65 in checking and \$8,068.24 in savings at the end of October, 2015. The financial spreadsheet showed expenses of \$1,701.53 for October and \$3,490.49 YTD. The list of bills was presented and reviewed. A motion was made by Tanya and seconded by Sandy to pay the bills submitted : Great Plains, Black Hills Energy, CCPD, Cable One, Amazon, Quality Printing & Office Supplies, and from the catalog, *Cricket* and *Ladybug*. All bills to be paid from the village budget.

The librarian's report showed 123 books and movies checked out, with the addition of 11 checkouts through Overdrive. Library usage is as follows: 38 ages 0-12; 6 ages 13-20; 92 ages 20+; 53 computer users. The library website received 81 views with 17 website visitors and 23 Facebook followers. The fine box showed \$215.38 , with expenditures of \$4.85, \$19.05 fines collected, \$0.50 in donations, \$0.00 in disc cleaning; \$0.00 in rentals, and \$4.50 in laminating.

Meetings and activities: The summer reading workshop, which Stephanie had planned to attend, was canceled and will be rescheduled at a future date. Stephanie also participated in two webinars: *Innovation Lab* and *Culture of Yes*. She will be participating in another on E-Rate. Stephanie also reported on a recent interview with C.C. Stone, which will air during the first two weeks of December.

Correspondence

Agenda – A new appointee will likely join the board in January after town board approval. A discussion of the Interlibrary Loan Policy was held, with a motion by Tanya and a second by Sarah to approve the policy. Discussion of Christmas bonuses for the librarian and assistant took place, with respective amounts of \$125 and \$75 being approved.

The next meeting will be held on January 25, 2016 at 5:00 P.M. A motion was made by Tanya and seconded by Jackie for adjournment of the meeting.

Respectfully submitted by Jackie Delmont