

Library Meeting Minutes – February 1, 2022, 7:07pm

Attendees: Carrie Trutna, Jennifer Potter, Jill Tran, Denise Johnson, Julie Mueller

Call to Order

Approve/Amend Agenda

Julie motion to approve, Jill 2nd

Approval of Minutes

Jen motion to approve, Carrie 2nd

Recognize Guests/Public Comments

No Guests

Financial Update & Approve Bills

Grant updates, what is pending and what has been approved.

Bank Account Detail – Balance end of January \$29,387.12

Discussed who will keep track of different grant funds and how they are kept.

Library Director's Report

Security Cameras have come in. Since they are wifi we just need to ask someone to screw them into the walls where we would like them.

Attendance has increased last month.

The children's area has been slightly rearranged and it seems like it's being used.

There is a new employee working at the library. Welcome Mikayla States!

Old Business

Nothing to report from the Village Board meeting.

No new information regarding the mold situation in the basement

Fire Extinguishers, seems like there is a supply chain issues.

The new library system should have gone live February 1st, there is a learning curve to figure out the system.

Review new policies:

Key Policy: Motion to Accept made by Jill, 2nd by Denise, Approved

Petty Cash Policy: Motion to Accept made by Julie, 2nd by Carrie, Approved

Gift, Bequests, Memorial Policy: Motion to Accept by Jen, 2nd by Denise

Vote on new librarian. Motion to hire Debbie Woodburn as our director made by Jen, 2nd by Denise, Approved

Discuss board accreditation hours and a list will be brought to the next meeting.

Need to update google hours, we have no hours being reported for the library.

New Business

No new business

Library Board Representative for Village Board Meeting & discussion points

Carrie volunteers to represent the board at the Village Board Meeting.

Agenda for March Meeting

Adjournment

Motion to Adjourn by Jen, 2nd by Julie, Appoved