

## Greenwood Library Board Meeting Minutes

September 1, 2022

Wrich called the meeting to order at 6:03pm. Members present were Wrich, Riggs & Huetson. Members absent were Risney & Manderly. Open Meeting Act is posted & was acknowledged. July meeting minutes were read & approved.

### Directors Report:

The Director updated members on current circulation statistics & value of all materials in the library. The Director reviewed with members the summer reading program attendance & statistics.

### Old Business:

The Director had gotten approval from the Village Board to purchase a Dell All in One Touch Screen PC for \$861 to replace the public computer in the back of the library.

The 2022-2023 Library Budget was approved through first round by the Village Board. It was approved for less than requested by taking 1/3<sup>rd</sup> of the amount requested for wages to be paid from the general fund, rather than increasing it in the library's budget.

### New Business:

The Director is requesting to begin utilizing Rivistas Magazine Service to maintain all of the library's magazine subscriptions. The annual cost of Rivistas is \$369.87 which is in the middle of the annual cost of our magazine subscriptions for the last several years of \$301-\$420. Our magazines are one of our higher circulating items & manually tracking the subscriptions is very time consuming for the Director. Using Rivistas will reduce the amount of time the Director needs to focus on maintaining subscriptions, freeing her time up for other projects as well as keeping us under budget for our magazine subscriptions. Riggs made a motion to approve using Ravistas as long as its annual cost stays within our magazine budget. Huetson 2<sup>nd</sup>. Ayes: Riggs, Huetson, Wrich. Nays: none. Motion passed

The library's annual Trunk or Treat is Oct 22 this year. The Library Director has a spreadsheet of last year's attendants. The Director and the Village Clerk have a list of new attendees they will contact about joining the Trunk or Treat this year. There has already been interest shown. The Director will look into the possibility of mailing a notification out about it with the Village water/electric/sewer bills.

The Brownstone Book fund has selected us to receive 100 free kids books. They choose one state yearly and of that, choose 100 libraries with a low book budget to donate to. The Director will find out their contact information to send a thank you to.

The Director's annual review is coming up. She will email the members the review form & we can bring them to the next meeting.

## Board Comments & Questions

Next meeting is November 3, 2022 at 6pm.

A motion was made to adjourn the meeting by Huetson, 2<sup>nd</sup> by Riggs. Ayes: Riggs, Huetson & Wrich. Nays: none. Motion passed. Meeting adjourned at 6:25pm