

## Adams County Library Board Minutes

Monday June 20, 2022

(These minutes have not yet been approved by the Library Board of Trustees)

The meeting was called to order at 2:00pm by Mary Nelson, President. Members present: David, Edwards, Nelson, Peterson and Townsend. Theim and Waugh were excused. Erin Foley, Library Director and Marylu Silka were in attendance. Kyle Patterson (online) and Cynthia Haggard (online) were also in attendance.

The meeting was properly announced.

Motion to approve the agenda by Edwards/Townsend. Motion carried.

There was no public input, but it is always welcomed.

Motion to approve the minutes by Townsend/David. Motion carried.

Bills were circulated for review and initials.

Motion to approve the financial report by Edwards/David. Motion carried.

Balance forward April: 29752.04, Interest: 60.09, Admin fee: -102.91, Realized gains or losses: 0.00, Unrealized gains or losses: 394.56, total balance forward May: 90103.78

### Communications and Reports

48#lbs of food for Food Pantry

SCLS Board of Trustees Mtg. May 26, 2022

1. Accepted WI Public Records Board Local Units General Records Schedule for libraries and systems and related records
2. Report on disappointing Bid Opening for New Building
3. Discussion of options and future plans for new building

### Director's Report

Circulation is up along with holds.

Budget is 42% of the year, and we are just over 40% of the budget

Quick Notes:

- Job posting: 3 Library Aide candidates
- Local Hold Trial: starting a 6-month trial
- New Circulation Desk
- Weather: During storms on June 15, Marylu, Sue and Emily sat with patrons until the tornado warning lapsed.
- Book Sale: Annual Book Sale will be Aug 5-6, Aug 4 will be set up and Aug 6 will be take down
- Summer Reading Program: Kick off is June 21

### Items for Discussion and Possible Action

#### a. 2023 Budget Schedule

- Due by Sept 2
- Approval will be at August Library Board Mtg.

#### b. Proposal to add maintenance fee to Library budget

- -no consideration of maintenance fee at this time

**c. Review of Appropriate Behavior policy**

- Motion to approve Appropriate Behavior policy as it was reviewed and as it appears by Nelson/Edwards. Motion carried.

**d. New date/time for Library Board meetings**

- Possible 3<sup>rd</sup> Thursday and doing it in the morning around 10ish

**e. Summer Potluck**

- Nelson will send email about preferences for time and date

**f. Bookmobile**

- did not meet as a committee
- continue to promote
- thank you to clerks at the ARPA committee

**Agenda items for future meetings**

- Sign up for Book Fair
- Meeting Date
- Potluck
- Budget Discussion
- Bookmobile

The next meeting will be July 18 at 2:00pm in the Adams County Community Center.

Meeting adjourned at 2:30pm.

Respectfully Submitted,

Theresa David