

Black Earth Library Board Minutes 04/18/23
Meeting ID: 810 9341 0892
Passcode: 346983

1. Call to order
 - Schuetz called the meeting to order at 7:01 pm
2. Roll call of members
 - Schuetz, Colby, Moore, Helmenstine, Moyer, Anderson and Annette Koenig
3. Proof of posting
 - Schuetz read the proof of posting
4. Adoption/amendment of agenda
 - Moyer motioned to approve
 - Moore seconded the motion
 - Motion passed
5. Reading and approval of minutes
 - Reading of 03/28/2023 minutes. Typographical error noted in #15 and fixed
 - Moyer motioned to approve
 - Helmenstine seconded the motion
 - Motion passed
6. Public Comment
 - None
7. Friends of the Library Update
 - Art Gallery and Auction fundraiser successful, raised \$1,032. Madison Mallards Library Night fundraiser scheduled for 7/31. Tickets are currently available.
8. Village Update (Moyer)
 - Dylan Helmenstine approved as Library Board representative. Moyer elected Village President. Next village meeting scheduled for 5/4/23. Committees will be set up.
9. Treasurer's Report (Schuetz)
 - All balanced.
 - Colby motioned to approve
 - Helmenstine seconded the motion
 - Motion passed
10. Action on Bills
 - Schuetz went through all bills.
 - Schuetz motioned to approve
 - Moyer seconded the motion
 - Motion passed

11. Discussion/Action on Hiring of FEH Design
 - Anderson updated Board on meeting with FEH Design. Negotiated lower fee-\$28,500. Anderson will contact firm to set up contract.
 - No action needed
12. Discussion/Action on SCLS Foundation funds to fund architectural services
 - Board agreed that funds should be allocated from 3 sources: 1. Village funds 2. Library Checking Account 3. SCLS Foundation. Anderson suggested asking Village for Board Anderson suggested asking Village for \$20,000. Moyer will take request to Village Board.
 - No action needed
13. Discussion/Action on Director Review
 - Anderson's annual review is upcoming. Schuetz, Colby, and Helmenstine are on committee and will work on a document. Anderson will send Board members last year's document and Board members may submit ideas before May meeting.
 - No action needed
14. Discussion/Action on Safety Policy
 - Additions and context updates to policy were outlined by Anderson
 - Schuetz motioned to approve amended Safety Policy
 - Helmenstine seconded the motion
 - Motion passed
15. Director's Report (Anderson)
 - Highlights of report: Local Holds Pilot Project will benefit local customers. Popular adult fiction and non-fiction will remain in the local library's instead of going out for holds. Circulation Desk barrier has been taken down and stored. National Library Week is April 23-29. Madison Mallards Fundraiser is scheduled for 7/31/23. Beyond the Page grant received and will go towards Humanities program- 5/18/23.
 - Moore motioned to approve
 - Moyer seconded the motion
 - Motion passed
16. Future agenda items
 - Director's Review
 - Space needs and service priorities
18. Next meeting
 - 05/16/23
18. Adjournment
 - Helmenstine motioned to adjourn
 - Schuetz seconded the motion
 - Adjourned at 8:13 pm