

Black Earth Library Board Minutes 02/20/2024
Meeting ID: 810 9341 0892
Passcode: 346983

1. Call to order
 - Schuetz called the meeting to order at 7:02 pm
2. Roll call of members
 - Schuetz, Colby, Moore, Morrow and Helmenstine present with Bailey Anderson
3. Proof of posting
 - Schuetz read the proof of posting
4. Adoption/amendment of agenda
 - Anderson noted error (date of January Board minutes)
 - Helmenstine motioned to approve amended agenda
 - Moore seconded the motion
 - Motion passed
5. Reading and approval of minutes
 - Colby motioned to approve
 - Moore seconded the motion
 - Motion passed
6. Public Comment
 - None
7. Friends of the Library Update
 - Trivia night very successful. Mazomanie and Black Earth Library's will each receive ½ of the proceeds. Space was overflowing at Base Camp (Mazomanie restaurant) FOL will explore options- larger venue and update the program. Membership drive slated for May.
8. Village Update (Morrow)
 - Village Board meeting on 02/06/2024 proclamation to support National Library Week in April
9. Treasurer's Report (Schuetz)
 - All balanced. Uneventful month.
 - Helmenstine motioned to approve
 - Schuetz seconded the motion
 - Motion passed
10. Action on Bills
 - Schuetz went through all bills and noted SCLS bill for \$1,651. Anderson explained fee is an annual fee for the WI state buying pool
 - Schuetz motioned to approve
 - Helmenstine seconded the motion
 - Motion passed

11. Discussion/Action on 2023 Annual Report
 - Anderson sent report to all Board members. Noted large increase in program attendance.
 - Colby motioned to approve
 - Helmenstine seconded the motion
 - Motion passed
12. Discussion/Action on strategic plan review
 - Anderson presented the current strategic plan and will work on updating and refining statistics. Discussion on adding Goals (Building project). Anderson will work on adding/updating strategies/goals and mention community partnerships such as Friends of the Library within the body of the work. Discussion continued on community survey. Anderson will update and add suggested changes.
 - No action needed
13. Discussion/Action on Amendment to FEH contract
 - Anderson and Helmenstine met with FEH. FEH can draw-up a multi-use building plan. This plan would be a way so share costs and address needs of our community such as apartments. Anderson will check with FEH concerning language used in contract. Question is will FEH contact Developers or are they only drawing up an architectural plan in this compensation adjustment contract? Also question of leasing vs. ownership of this type of building.
 - No action needed
14. Discussion/Action on Safety Policy
 - Anderson explained additions and context updates to the policy.
 - Schuetz motioned to approve amended Safety Policy
 - Helmenstine seconded the motion
 - Motion passed
15. Director's Report
 - Circulation up in in January. Winter Reading Challenge has 25 participants. Anderson attended several meetings. She is working on some exciting programs: Latine music, Eclipse Viewing Party, Taylor Swift Album release party, National Library Week etc. Staff annual reviews are completed. An Overdose Response kit is now available in the Municipal Building. Staff will be trained on how to use it by local EMS.
 - Helmenstine motioned to approve the report
 - Schuetz seconded the motion
 - Motion passed
16. Future agenda items
 - Amendment to FEH contract
 - Strategic plan and survey review
 - Social Media policy
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17. Next meeting
 - 03/19/2024

18. Adjournment

- Helmenstine motioned to adjourn
- Schuetz seconded the motion
- Adjourned at 8:33 pm