

Black Earth Library Board Minutes 7-17-19

Agenda

1. Call to order

- Angie called the meeting to order at 7:07 p.m.

2. Roll call of members

- Angie, Linda, Heather, James, Gary and Carolyn

3. Proof of posting

- Angie read the proof of posting.

4. Adoption/amendment of agenda

- James motioned to approve the agenda
- Gary seconded the motion
- Motion carried

5. Reading and approval of minutes

- Gary motioned to approve the minutes
- Heather seconded the motion
- Motion carried

6. Village updates – action on employee manual

- Discussion of communication b/w the library and village board. Pat T asked that an item be added to the August 20 agenda, allowing him to attend with the Village lawyer in order to move forward addressing the employee manual issues.
- Gary made a motion to empower Carolyn to seek out and hire a lawyer, with a budget not to exceed \$2500, in order to continue working on resolving issues related to the employee manual.
- Heather seconded this motion
- The motion carried.

7. Action on Circulation Policy – fine free update and corrections

- Updates to the policy were discussed
- Gary made a motion to approve with the changes as noted
- Angie seconded
- The motion carried

8. Friends of the Library update

- Carolyn provided an update. 9/4 meeting. Possibility of creating a scholarship for Wisconsin Heights high school seniors who have supported the library.

9. Treasurer's Report

- Gary explained the new format for accounting and walked us through the last 4 months. With a better understanding of the system, the new format is easier to understand and reconcile.
- James motioned to approve the report
- Angie seconded the motion
- The motion carried

10. Action on bills

- Heather motioned to approve the bills
- Gary seconded
- The motion carried

11. Director's Report

- Discussion regarding the security walk through and recommendations.
- James will update the Village board and seek input.

- Discussion regarding live animals policy.
- Discussion regarding online magazines
- Closed session proposed for August meeting to discuss personnel issues
- Library survey is closing at the end of the month
- Michelle is taking over the desk schedule
- Shellie and Carolyn discussed changes to the phone/internet billing
- Gary motioned to approve the Director's report.
- Heather seconded
- The motion carried

12. Any other business that may legally be brought before the board

- None

13. Adjourned

- Angie motioned to adjourn 9:12 pm
- Gary seconded it
- The motion carried