

Black Earth Library Board Minutes 11/21/2023
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, and Helmenstine present with Bailey Anderson and Annette Koenig (President, Friends of the Library). Morrow absent
3. Proof of posting
 - Schuetz read the proof of posting
4. Adoption/amendment of agenda
 - Helmenstine motioned to approve
 - Moore seconded the motion
 - Motion passed
5. Reading and approval of minutes
 - **Reading of 10/17/2023 minutes**
 - Helmenstine motioned to approve
 - Moore seconded the motion
 - Motion passed
 - **Reading of 10/24/2023 minutes**
 - Colby motioned to approve
 - Schuetz seconded the motion
 - Motion passed
 - **Reading of 11/01/2023 minutes** Noted that “Black” was missing from heading
 - Schuetz motioned to approve amended minutes
 - Helmenstine seconded the motion
 - Motion passed
6. Public Comment
 - None
7. Friends of the Library update
 - Koenig reported the Art Auction is now in full swing at the library.
 - Next FOL meeting is scheduled for 01/10/2024
8. Village update (Morrow)
 - Morrow absent Anderson reported that the Village Board approved the 2024 budget
9. Treasurer’s report (Schuetz)
 - Busy month. Anderson is holding on to 2 checks from presenters who were unable to make the Author Fair. Schuetz will void them.
 - Schuetz reported a donation from Pat Wood
 - Moore motioned to approve the report
 - Colby seconded the motion
 - Motion passed

10. Action on bills
 - Schuetz motioned to pay all bills
 - Helmenstine seconded the motion
 - Motion passed
11. Discussion/Action on COVID disclaimer on agenda
 - Board directed Anderson to remove the wording ‘Because of the COVID-19 pandemic’ from the Meeting Announcement header on future notices
 - No action needed
12. Discussion/Action on Resolution 2023-01: Resolution Authorizing Designation, Carry-over, Transfer, and Reappropriation of Specified Funds from 2022-2023
 - Schuetz motioned for carry-over funds to 2024 budget
 - Helmenstine seconded the motion
 - Motion passed
13. Discussion/Action on fundraising feasibility study
 - Sweeney group presentation to Board on 10/24/2023. Outlined fundraising campaign for future library. Fee is \$25,000 plus postage and mileage.
 - Schuetz motioned to approve amount not to exceed \$26,000 for capital campaign
 - Helmenstine seconded the motion
 - Motion passed
14. Discussion/Action on DCLS Agreement for Extension of Library Services
 - Schuetz motioned to approve contract
 - Colby seconded the motion
 - Motion passed
15. Director’s Report
 - Door counter fixed (Batteries replaced). Anderson attended WLA and emceed the Awards and Honors. A free E Newsletter is being tested and sent out to a few individuals. Schuetz suggested the Board members be sent a copy. Anderson is attempting to hold more adult programs and has scheduled a Winter Reading Challenge to Adults beginning on 1/2/24. Anderson was elected to Vice-Chairman of Wisconsin Small Libraries (WISL) a division of Wisconsin Library Association.
 - Schuetz motioned to approve the report
 - Moore seconded the motion
 - Motion passed
16. Future Agenda items
 - National Library Week Proclamation
 - SCLS Funds review and discussion
17. Next meeting
 - December 19,2023
18. Adjournment
 - Helmenstine motioned to adjourn
 - Schuetz seconded the motion
 - Motion passed Meeting adjourned at 7:58pm