

Black Earth Library Board Minutes 3-16-21

<https://us02web.zoom.us/j/81093410892?pwd=T2ljWEdqDBYZzdSMjdjSUJjU0JsUT09>

Meeting ID: 810 9341 0892

Passcode: 147348

Or by phone: dial +1 312 626 6799 US (Chicago)

1. Call to order
 - Schuetz called the meeting to order at 7:01 p.m.
2. Roll call of members
 - Schuetz, Updike, Scott, Colby, Munson, present with Rogers
3. Proof of posting
 - Schuetz read the proof of posting
4. Adoption/amendment of agenda
 - Updike motioned to adopt the agenda.
 - Munson seconded the motion
 - Motion passed
5. Reading and approval of minutes
 - a.) 2/16/2021 Minutes
 - Colby motioned to approve the minutes from 2/16/2021
 - Munson seconded
 - Motion passed
 - b.) 3/10/2021
 - Colby motioned to approve the minutes from 3/10/2021
 - Updike seconded
 - Motion carried
6. Friends of the Library update-No update given
7. Village Update
 - Scott shared about the recodification of ordinances, the village will pay \$800 for attorney, village trustees need to inform the administrator before contacting the attorney and the in-depth audit of the library was not on the agenda.
8. Treasurer's Report
 - Schuetz gave the Treasurer's report
 - Updike motioned to approve
 - Colby seconded the motion
 - Motion carried
9. Action on bills
 - Schuetz presented the bills
 - Colby motioned to approve the bills
 - Updike seconded the motion
 - Motion carried

10. Acting Director's Report

- Rogers presented the Acting Director's Report.
- Schuetz motioned to accept the amended Director's Report
- Scott seconded the motion
- Motion carried

11. Discussion/Action on 2021 Adjacent County Reimbursement Requests

- Colby motioned
- Munson seconded
- Motion carried

12. Discussion/Action on Library Director position

- a.) Confirming timeline and procedures for interviewing candidates
Schuetz, Updike and Rogers will be at the library for the 1st interview which will be via Zoom and the other board members will join for remaining interviews. Question format will be round robin with a scale to rate each question.
- b.) Extending Acting Director's end date
 - Updike motioned to have a fluid end date with specific date to be determined with Kirsten filling in.
 - Schuetz seconded
 - Motion carried
- c.) Future special meeting to choose new Library Director
Thursday, March 25th at 7:00 p.m.
- d.) Orientation and training for new Library Director
Kirsten is putting information together about salary, benefits and vacation/sick leave along with having the new director complete a successful probationary period to get reimbursed for the certification and she will send information about the DPI Standard for the job

13. Discussion/Action on reorganizing order of agenda

Discussion was had about keeping business items first and the discussion items on the agenda.

14. Future agenda items

Policy updates and trustee offices

15. Next meeting: Wednesday, April 21st at 7:00 p.m.

16. Adjournment

- Updike moved to adjourn the meeting at 8:43 p.m.
- Colby seconded
- Motion carried