

## Black Earth Library Board Minutes 5/18/2021

<https://us02web.zoom.us/j/81093410892?pwd=T2ljWEdqDBYZzdSMjUjU0JsUT09>

Meeting ID: 810 9341 0892

Passcode: 346983

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

1. Call to order
  - Schuetz called the meeting to order at 7:00 p.m.
2. Roll call of members
  - Schuetz, Updike, Colby, Munson, Moyer present with Bailey Anderson
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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.) 4/21/2021 Minutes
    - Schuetz motioned to approve all of the minutes
      - Colby seconded
      - Moyer abstained
      - Motion carried
6. Discussion/Action on library trustees/appointments/reappointments and roles
  - A. Moyer was introduced. Anderson sent trustee documents to Moyer which included manual and library financial reports
  - B. Colby taking minutes for this meeting, Munson will become secretary of Library Board beginning in June, 2021.
    - Schuetz motioned to approve Munson as secretary
    - Moyer seconded
    - Motion carried
7. Friends of the Library
  - Anderson will be attending meeting on 5/19/2021 to present scholarship to winner Riley Lynch (BEPL page)
8. Village update (Moyer)
9. Treasurer's report (Schuetz)
  - Moyer motioned to accept the report
  - Munson seconded the motion
  - Motion carried

10. Action on bills

- Schuetz presented the bills
- Schuetz motioned to approve the bills
- Updike seconded the motion
- Motion carried

11. Discussion/Action on Director's standards and evaluation

All members will review the examples of evaluations which were sent out by Interim Director Rogers in April. No action taken.

12. Discussion/Action on in-depth audit Village of Black Earth and Wipfli (Accounting firm) completed audit. Anderson and Village Administrator Shellie Benish need to sign the document. Village will pay costs of the audit.

- Motion by Schuetz to authorize Anderson to sign the audit document.
- Updike seconded
- Motion carried

13. Director's Report

- Anderson presented the Director's Report.
- Updike motioned to accept the Director's Report
- Schuetz seconded the motion
- Motion carried

14. Future agenda items

Check-in on Library reopening  
Discussion/Action Library Director Standards and Evaluation follow-up  
July-Budget review and 2022 budget planning preparation

15. Next meeting: Wednesday, May 18<sup>th</sup> at 7:00 pm

16. Adjournment

- Updike moved to adjourn the meeting at 8:17 pm
- Munson seconded
- Motion carried