**ALBANY JOINT LIBRARY BOARD**

**Minutes of Tuesday, February 6, 2024**

The February 6, 2024, meeting of the Albany Joint Library Board was called to order at 6:30 p.m. by President Roxanne Kolasch. Roald Henderson, Sue Dunphy, David Bristow, and Angela Janes were present. Also present was the Library Director, Melissa Everson. Scott Roth was absent.

Proof of posting was verified.

Motion to approve the minutes for the January 2, 2024, meeting was made by Roald, seconded by David, and approved.

Approval of the bills – presented by Melissa. Motion to approve the payment of the bills was made by Sue, seconded by Roald, and approved.

The Treasurer's report was presented. After much hard work by Melissa, the donations account has been updated and now balances to the treasurers’ report. Thank you, Melissa. Sue suggested we send a Thank You note to the Village and Township for their continued funding support. Melissa will take care of this. Motion to accept the Treasurer’s report by Roald, seconded by Sue, and approved.

The Director’s report was presented by Melissa. She has registered for the second required class towards certification. Met with Laura regarding the Summer Reading Program. Met with Sarah to plan and develop a “library of things”. A motion to approve the Director’s report was made by David, seconded by Angie, and approved.

Old Business –

Tech Support Contract – We have terminated out contract with Computer Know How of Brodhead and signed a new contract with Hometown Computer Pros from Evansville. Billing will be $140/computer/year. This is an essential protection package. A question was asked about how we can back up the Director’s laptop. Melissa will check with Ben at Hometown Computer Pros.

Meeting Owl – Has been purchased for $1049. As approved previously from the donations account.

Hot Spot – Melissa is researching to see if this is a feasible option for us. She has checked with other libraries for their lending policies. She was unsuccessful in gathering information from US Cellular in Evansville to determine if this can be done. She will check US Cellular in Monroe.

New Business –

WJZ Cleaning – Contract was terminated due to a significant rate increase by $30/week. Cleaning services have not been satisfactory for some time. The job description will be updated, and we will be looking for a new cleaning person.

Computer refresh/replacement – Melissa will work on an updated computer refresh schedule.

Ben from Hometown Computers recommended we replace the two patron computers with the older i3 processor and replace the residential router with a business router. After some discussion it was decided to purchase two computers to replace the two oldest patron computers, not to exceed $2000.00 and to purchase a business class router to replace the residential router not to exceed $250.00. This motion was made by Roxie and seconded by David, and approved.

Motion to adjourn by David was seconded by Sue. Motion carried. The meeting was adjourned at 7:20 p.m.

Next board meeting is March 5, 2024, at 6:30 p.m. at the library.

Respectfully submitted by

Angela Janes, Treasurer

Albany Joint Library Board

Albertson Memorial Library Albany, WI 53502