

Albany Joint Library Board Albany Joint Library Board Minutes
Thursday, October 11, 2018

The Albany Library Joint Library Board met at the Albertson Memorial Library. President Robb Spangler called the meeting to order at 6:00 p.m. Present were Robb Spangler, Eileen Althaus, Roald Henderson, Angela Janes (6:13), Julie Cousin, Sue Dunphy, and Melissa Everson. Also present was Kara Blue, Library Director.

Proof of posting was verified.

Minutes for the September 5, 2018 meeting were reviewed and approved as read.

Treasurer's report was given. \$20,048.73 in checking; \$12,817 in CD with a maturity date of 9/7/2019; \$25,000 in maintenance fund. Current overall fund balance \$67,994. There was discussion concerning the year-end carryover; determined to be \$11,863. This will be added as a budget line item in future treasurer's reports. Motion by Angie to approve, seconded by Julie; motion carried.

Old Business:

a. 2019 Budget

- Village and township contributions expected to be the same.
- Kara presented options for operating hours and staffing; current budget proposal is based on current hours plus 1% pay increase
- There is a possibility of lowering line items (books, programming, AV, etc) based on 2018 expenditures to date and patron needs and expectations.
- Different scenarios presented to balance; settled on decreasing #381 – Library Books to \$2520, #384 – Audiovisual to \$1600, and #386 – Library Programming to \$600. If book budget is decreased, perhaps a footnote is needed stating that additional funds are available to supplement. Any additions to income (funding) will be added to #381 – Library Books as an expenditure. Roald motioned to accept as adjusted, Melissa seconded; motion carried.

b. Silent Auction Update

- \$2,600 raised
- Gift certificate for Jolene recognizing her help is needed (Christies in New Glarus).
- Roald questioned why donations from this year were put off until next year.

c. Snack with Santa Update

- No report

New Business

a. Homebound Delivery Policy

- Presented by Kara; motion to approve as presented made by Robb; seconded by Eileen; motion carried

b. Purging Patron Records

- Kara ran a report for last ten years to see how many have not checked out any materials and noted that there are many.
 - Agreed to write off fines for those who have not utilized library in last three plus years.
- c. Strategic Plan
- No action needed at this time

Librarian's report for September was presented by Kara and reviewed.

Approval of Bills. Motion made by Eileen; seconded by Roald; motion carried

Closed Session to discuss 2019 staff wages was tabled until November 26, 2018 meeting.

The next meeting date – Monday, November 26, 2018 at 6:00 p.m.

Motion to adjourn at 7:28 by Sue; seconded by Angie. Adjourned.

Respectfully submitted by:
Melissa Everson, Secretary
Albany Joint Library Board