**ALBANY JOINT LIBRARY BOARD**

**Minutes of Tuesday, April 9, 2024**

The April 9, 2024, meeting of the Albany Joint Library Board was called to order at 6:30 p.m. by President Roxanne Kolasch. Roald Henderson, David Bristow, and Angela Janes were present. Also present was the Library Director, Melissa Everson. Scott Roth and Sue Dunphy were 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 with one change to say that the ‘library has used’ the Only in WI Grants.

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

The Treasurer's report was presented. Motion to accept the Treasurer’s report by Roxie, seconded by Roald, and approved.

Melissa presented the Director’s report.

Old Business –

Computers 1 & 3 have been replaced. We are still having router issues. Ben is working on it.

Computer Refresh plan – Will add Operating System/Windows version as a line item for each computer. Need to add the conference room laptop also. Melissa will check with Ben to see if any other computers need to be replaced now. Unsure when the main and secondary computers were replaced.

Insurance renewal paid with March bills for April 1st expiration date. The smart tv needs to be added to our insurance policy.

New Business –

Reserved Materials Policy & Overdue Material Policy Changes—add changes as shown/highlighted in documentation from Melissa to limit how long materials can be on hold (7 days) before they go back on the shelf and the option to block card access until overdue items are returned. Motion to approve by Roald, second by Angie.

Library of Things Policy & Plan—No fines at this time for items returned late. Add verbiage to include along the lines of “I will use the item as intended or in according to the manufacturer’s instructions”. The end goal is to have the “Treasure Trove” ready to use for a Family Fun Night/Game night at the library in May. Motion to approve by Dave, second by Angie.

CD renewal—Matures on 04/21/2024. Will renew with Greenwoods State Bank. Motion to approve by Roald, second by Angie.

Other business—

We still have a vacant village board member seat that we really need to fill. Discussed potential candidates that might be interested that we could ask.

Library maintenance—Melissa will look into getting the gutters cleaned, roof swept, and repairing the masonry.

Motion to adjourn by David was seconded by Roald. Motion carried. The meeting was adjourned at 7:40 p.m.

Next board meeting is May 7, 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