Albany Joint Library Board Minutes

Tuesday, May 7, 2019

The Albany Joint Library Board met at the Albertson Memorial Library. President Roald Henderson called the meeting to order at 6:00 p.m. Present were Roald Henderson, Eileen Althaus, Sue Dunphy, Julie Cousin, Angela Janes, Scott Roth, and Melissa Everson. Carolyn Seaver, library director attended, as well.

Proof of posting was verified.

Minutes were reviewed. Motion by Julie to accept as amended. Seconded by Angie. Carried.

Librarian’s report

* Carolyn presented thoughts on hiring a new staff member to work 14 hours/week. This person would assist with promoting the library. Sue suggested Carolyn giving up some Friday desk time to assist with promotion. Sue proposed a job description needed for this person; Roald agreed and proposed as such. With excess in wages in the annual budget, Sue also questioned if operation hours could be expanded; Carolyn proposed one morning per week during the summer as a trial.

Approval of Bills

* Sue motioned; Eileen seconded; carried.

Treasurer’s Report - as of 05/07/2019

* $22,879.42 in checking; $12,914.00 in CD with a maturity date 9/7/2019; $25,000 in maintenance fund

Old Business

1. Teacher tea recap

* Melissa and Carolyn reported that this was a success with nearly 100% of teachers in attendance.

b. Computer refresh proposal

* Craig Ellefson, who provides technology assistance for SCLS, is working on securing computers at the best possible rate; $600 for patron computers and $800 for staff computer; tabled so we can wait for Craig to secure exactly what is needed.

c. Strategic Plan review

* Teacher Tea and increased staffing are working toward our overall goals.

New Business

1. Meeting schedule and important 2019 dates

* Set dates for June and July

Any other business that may be appropriate

1. Library fines

* Melissa asked about the possibility of becoming a fine-free library; Carolyn suggested board members watch Ted Talks videos on the subject.

b. Trustee training

* Updated policy manual available on the Wisconsin DPI website

Adjournment

* Motion to adjourn made by Sue; 2nd by Angie at 7:38 p.m. Carried.

Respectfully Submitted by:

Melissa Everson, Secretary

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