

**ALBANY JOINT LIBRARY BOARD**  
**Tuesday, December 7, 2021**

The meeting of the Albany Joint Library Board was called to order at 6:01 p.m. by President Roald Henderson. Meeting was held in person at the Albertson Memorial Library with the option of Zoom attendance. Present were Roald Henderson, Sue Dunphy, Eileen Althaus, and Melissa Everson. Also present was Carolyn Seaver, Library Director. Angie Janes, Scott Roth, and David Bristow were absent.

Proof of posting was verified, with an agenda posted at the library, village hall, the post office, and on the library's website.

Minutes for the November 16, 2021 meeting were reviewed. Motion to accept was made by Eileen, seconded by Roald, and carried.

Bills were reviewed. Sue made a motion to pay the bills; seconded by Melissa; carried.

- Bill for Verona Electric (LED lighting upgrade) was paid through the donations account

The treasurer's report was presented and reviewed.

- \$382.00 reimbursement clarified
- Currently under budget by approximately \$14,000, so a likely surplus at the end of 2021
- No detailed report for the donations account
- Sue will look into CD options for a portion of the donations account
- Still errors; Carolyn will revisit and correct; no approval at this time

Director's Report was presented and reviewed.

- Carolyn stated concern that the silent auction and Snack with Santa were scheduled too closely and offered her little time to do regular director duties

**Old Business**

**a. Silent Auction**

- Final report is not completed, but currently showing a \$2109.00 net profit
- Questioned computer access for patrons wishing to view items and generate bids; will research for 2022
- Change in marketing options
- Supplement baskets with items purchased with monetary donations

**b. Snack with Santa Recap**

- Went well; upwards of 200 people

- c. LED Lighting Update
  - Project complete
  - \$2372.90 received as a grant from New Glarus Brewery with remaining expected from a grant from Focus on Energy
  - Roald will notify the community of the grants received
- d. 2022 Budget
  - Green County board approved
  - No report (from Scott) on township board
- e. Computer Refresh Plan
  - Working toward completion yet in December
  - Update in January
- f. Bylaws
  - Roald and Eileen will coordinate to complete at January meeting

#### New Business

- a. Insurance
  - Caroly met with insurance agent recommended by Wayne

#### Other Business

Adjourn to closed session under Wisconsin Statutes 19.85(1)(c) to discuss personnel compensation with a motion at 6:44 p.m. by Eileen and seconded by Sue.

Reconvened to open session at 7:33 p.m.. Roll call taken with Eileen Althaus, Sue Dunphy, Roald Henderson, and Melissa Everson present.

- A motion to accept a motion presented in closed session was made by Sue and seconded by Eileen; carried.

Next board meeting will be held on January 4, 2022 at 6:00 p.m. at the Albertson Memorial Library with Zoom capability as well.

Motion to adjourn was made at 7:35 p.m. by Roald; seconded by Melissa; carried

Respectfully submitted by  
Melissa Everson, Secretary  
Albany Joint Library Board  
Albertson Memorial Library  
Albany, WI 53502