

ALBANY JOINT LIBRARY BOARD

Tuesday, July 6, 2021

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

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 June 1, 2021 meeting were reviewed. Motion to accept was made by Sue, seconded by Melissa, and carried.

Jill Paugel, agent at Grams Insurance Agency, presented details of the library's current policy. Things that need to be addressed include actual square footage of the building, value of the historic documents and materials housed at the library, laptop coverage, and comparisons on various deductibles.

Bills were reviewed.

- a. In a motion made by Eileen and seconded by Sue, the library will cover a \$54.00 fee to renew the charitable organization registration for Friends of the Albertson Memorial Library due to lack of funds. Motion carried.
- b. Bills were reviewed. Noted WT Cox (May bills) was less than projected. Motion to approve as amended by Melissa, seconded by Eileen; carried.

Treasurer's Report was presented and reviewed.

- Motion to accept the treasurer's report was made by Eileen; seconded by Roald, carried.

YTD Budget Summary Reports were reviewed. Programming is significantly over budget, but it is a matter of reallocating money if necessary.

Director's Report was presented and reviewed.

New Business

- a. Building Maintenance

- \$575 to wash all windows in the building, interior and exterior; building should perhaps be power washed prior to windows; suggestions as to who could do that were offered to Carolyn
- b. Policy Manual Update - Public Access Computers and Photocopier
 - Melissa made a motion to accept policies #8 and #9 as amended; seconded by Eileen; carried.

Old Business

- a. Donor Recognition Wall
 - Has been completed
- b. Solar Array Status
 - Building is currently powered by solar!
 - One part of the process still needs work to date, and one additional bill is expected
 - Currently waiting for one more part of grant funding.
- c. Increasing Library Hours Special Meeting
 - Sue will facilitate with more information coming in August
- d. LED Lights
 - Change-over proposal / bids will be facilitated by Wayne
- e. Digitizing of Materials
 - Carolyn will devote time to the process with Albany Historical Society; Roald proposed a representative from a company specializing in technology necessary for success of the project

Next board meeting will be held on August 3, 2021 at 6:00 p.m. at the Albertson Memorial Library with Zoom capability as well.

Motion to adjourn was made at 7:44 p.m. by Melissa; seconded by Sue.

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