

## **ALBANY JOINT LIBRARY BOARD**

**Tuesday, May 4, 2021**

The meeting of the Albany Joint Library Board was called to order at 6:00 p.m. by President Roald Henderson. Present were Roald Henderson, Sue Dunphy, Eileen Althaus, Scott Roth, Julie Cousin, Angie Janes, and Melissa Everson. Also present was Carolyn Seaver, Library Director, and Wayne and Jan Albertson. Meeting was held per Zoom due to restrictions of Covid-19.

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 April 6, 2021 meeting were reviewed. Motion to accept was made by Julie, seconded by Scott, and carried. Motion to accept the minutes for the closed session on that same date was made by Scott, seconded by Julie, and carried.

Bills were reviewed. The following bills were highlighted and discussed:

- \$250.00 fee for Carolyn's coursework
- Follett - annual fee for license for the library catalog in the amount of \$1,170.45
- Page Turner Adventures - summer library program
- WiLS - annual fee for Transparent Language
- WJZ Cleaning - higher due to there being an additional week in April
- J. Appleseed - children's nonfiction animal books
- WT Cox - annual fee for magazine subscriptions - \$706.96 is estimated cost; could be up to \$50.00 higher (board approval for no more than \$760.00)

Motion to pay the bills presented (with the addition of WT Cox proposal above) as of 3/25/21 was made by Melissa, seconded by Scott, and carried.

Treasurer's Report was presented and reviewed. Solar project expenses and revenue were discussed. Motion to accept the treasurer's report was made by Scott; seconded by Melissa, carried.

YTD Budget Summary Reports were reviewed.

- 34.30% of budget used

Director's Report was presented and reviewed.

- Books have been weeded; it's been a lengthy process that hadn't been done for quite some time. Many will be given away or sold.
- Genrefying of the adult fiction will be next project and started this summer
- Solar project has taken a lot of time

- Community meeting room use

#### Old Business

- a. Solar Project
  - i. School participation
    - Elementary classes have visited to view the solar project process
    - High school photography class has chronicled the project through pictures
    - Partnership with the school is considered a success
  - ii. Library Displays / Timeline
    - Neighborhood of the week of May 24th
  - iii. Publicity
- b. Display Panels
  - Panels have arrived; installation will occur soon
- c. Donor Recognition Wall
  - More information is needed, so tabled until June 2021 meeting
- d. Building Maintenance
  - Lawn mowing needed to be done; two community members have offered their services; Carolyn will make the decision as to which one will take care of it for the summer
  - Windows need washed; Carolyn will get an estimate for exterior washing

#### New Business

- a. Wayne and Jan wish to donate their IRA to the general fund in the approximate amount of \$20,000; Scott O'Brien at Edward D. Jones should be contacting Carolyn at the library to see how that will happen most efficiently and economically for the Albertsons and the library, or Carolyn can contact him.

Motion to adjourn was made at 7:35 p.m. by Julie; seconded by Sue.

Next board meeting will be held on June 1, 2021.

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