

ALBANY JOINT LIBRARY BOARD
Tuesday, September 7, 2021

The meeting of the Albany Joint Library Board was called to order at 6:02 p.m. by President Roald Henderson. Present were Roald Henderson, Sue Dunphy, Eileen Althaus, Angie Janes, Scott Roth, and Melissa Everson. Also present was Carolyn Seaver, Library Director, David Bristow, guest, and Wayne and Jan Albertson. 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 August 3, 2021 meeting were reviewed. Motion to accept was made by Scott, seconded by Eileen, and carried. Minutes for the August 17th meeting were reviewed. Motion to accept was made by Eileen, seconded by Angie, and approved.

Board of Directors Open Position Nomination

- Term expires January 2023
- Motion to nominate David Bristow to fill the position was made by Roald Henderson; seconded by Eileen; carried.

Bills were reviewed.

- Alliant Energy bill is significantly less than previous months due to solar arrays.
- Scott made a motion to approve the August bills; seconded by Angie; carried.

A revised Treasurer's Report was presented and reviewed.

- Deferred approval until offset in this month's report is clarified.

YTD Budget Summary Reports were reviewed.

Director's Report was presented and reviewed.

- Outreach Librarian 15 hours / week
- Summer reading, genrefying adult fiction, and book clubs were highlights

Old Business

a. Building Maintenance

- Estimated \$375.00 for power washing with window cleaning to be completed after
- LED lighting

- Olin completed furnace maintenance
- b. Silent Auction
 - Dates of November 8-20 set with online access
 - Carolyn and Eileen will generate and send letters to past donors by September 17, 2021
- c. Strategic Plan
 - Send ideas for changes / additions to Roald by September 17, 2021; he will compile; resend to be ready in October
- d. Policy Manual Update - no report
- e. Property Insurance - no report
- f. Archive Project - no report
- g. Bylaws
 - Carolyn will contact Kara for possibilities
- h. Increasing Library Hours
 - Utilities should not be a consideration due to insignificance - utilities costs are incurred regardless of building occupancy
 - Use \$12.00 / hour wage when considering additional costs
 - More research / work to budget is necessary concerning programming vs. "just being open". What is the purpose of expanding hours?

New Business

- a. Computer Refresh Plan -
 - Carolyn gave brief details, but tabled until October

Other Business

Next board meeting will be held on October 5, 2021 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 Melissa; seconded by Scott; carried

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