

Adams County Library Board Minutes

Monday January 17, 2022

(These minutes have not yet been approved by the Library Board of Trustees)

The meeting was called to order at 2:00pm by Mary Nelson, President. Members present: David, Edwards, Nelson, Theim, Townsend and Waugh. Erin Foley, Library Director and Marylu Silka were in attendance. Kyle Patterson (online) and Cynthia Haggard (online) were also in attendance.

The meeting was properly announced.

Motion to approve the agenda by Edwards/Theim. Motion carried.

No member of the public was present, but public input is always welcome.

Motion to approve the minutes as amended to reflect the correct balance forward in the Dec. Treasurer's Report by Theim/Waugh. Motion carried.

Bills were circulated for review and initials.

Motion to approve the financial report by Waugh/Edwards. Motion carried.

Balance forward: 99671.39, Interest: 503.19, Admin fee: -111.90, Realized gains or losses: 24.99, Unrealized gains or losses: 1263.16, total balance forward: 101350.83

Communications and Reports

176.2#lbs of food for Food Pantry

SCLS Board of Trustees Mtg. 12/17/2021

SCLS Rep Nelson did not attend in-person or online. Synopsis provided by meeting minutes.

1. Approved updated employee handbook
2. Reviewed bylaw change proposals
3. Continuing update on new building timeline

Director's Report

Circulation is up 2.25%. Holds were down 2%. 4, 000+ items pulled/shelved, 51,000 + items pulled and shelved for the year. Spent 90% of our budget.

Quick Notes:

- Advertising: Banner is back in place.
- Circulation desk: draft images are in the Board packets.
- Coronavirus: Library staff is concerned about the high rates of Coronavirus infections. There were a couple of staff absences. The County supplied KN95 masks for staff.
- Annual Reports: This year's Report will open up on Jan 24. The final copy with the Board's approval needs to be sent in by Feb 25. The Feb 21 Board Meeting should be right on time to get our Report sent in.
- Library Legislative Day: It is Feb 8 and will be in person. Erin plans to attend.
- Oxford Library info.

Items for Discussion and Possible Action

- a. Report on Nominating Committee/election of officers
 - Nominations motion was made as a slate of officers for 2022.
 - President Mary Nelson
 - Vice President Marge Edwards
 - Treasurer Bob Theim
 - Secretary Theresa David
 - Motion carried.
- b. Bookmobile project
 - committee did not meet
 - discussion on sponsors, cost and new vs. used vehicles
- c. Update on exterior lockers
 - Discussion on the lockers
 - the Board feels that as long as there is no financial encumbrance for the Library, the Director should be able to make the decision on the lockers
- d. Update on proposed donation of Remington sculptures
 - Erin was unable to meet w/donor and this is tabled until next month
- e. The Board of Trustees will convene in closed session per Sec. 19.85 (1)(c) Wis. Stats.
 - i. Evaluate Director Foley
 - Roll call vote at 2:40pm. David-yes, Edwards-yes, Nelson-yes, Theim-yes, Townsend-yes and Waugh-yes. Motion carried.
 - The Library Performance Review was conducted and notes were compiled for a Review summary.
 - The Board of Trustees will reconvene in open session per Sec. 19.85 (2)
 - Roll call votes. David-yes, Edwards-yes, Nelson-yes, Theim-yes, Townsend-yes and Waugh-yes. Motion carried.

Agenda items for future meetings

Political Activity Happening in the County Buildings
Annual Report
Report on Library Legislative Days
Remington Statue
Bookmobile

The next meeting will be February 21 at 2:00pm in the Adams County Community Center.

Meeting adjourned at 3:21pm.

Respectfully Submitted,

Theresa David