



**Library Board of Trustees**  
**Minutes of Regular Meeting January 2020**

**Trustees Present:**, Kaitlyn Carlson, Stephen Bjork (arrived at 5:40), Betsy Kremser, Deb Rose

**Trustees Absent:** Michele Merritt, Marcia Dressel, One open seat

**Also present:** Director Shelby Friendshuh,

1. President Bjork **called the meeting to order** at 5:35
2. Motion to **approve the agenda** was made by Kremser, second by Rose . Motion carried 4-0.
  - a. Stephen arrived
3. A motion to approve the **Minutes of the December 2019 meeting as amended** by Kremser second by Bjork. Carried 4-0
4. **Citizens' Comments** - No citizens present
5. **Director's report**- Friendshuh shared some statistics from 2019 overall for the library in addition to the monthly statistics.
6. **Monthly financials**- Friendshuh reported that the village administrator stated that some of the monthly expenses have not been billed to the library at this time (cleaning, IT) which will be allocated in the next couple of months from the Library. motion to approve the financial results by Kremser, second by Rose. Carried 3-1.
7. **Audit and Approved Bills** motion by Kremser and second by Rose to pay the bills. Carried 4-0.
8. Old Business:
  - a. New Board Member Update-waiting another month before a village apt.
9. New Business:
  - a. Computer Replacement Plan-Friendshuh shared a draft of a plan for current computers
  - b. Year-end Statistics- There is growth across all areas.
  - c. Archives Policy- Friendshuh presented an updated policy to review. Motion to approve the new policy by Rose and second by Kremser. Carried 4-0.
  - d. Unattended Child Policy- Friendshuh presented an updated policy to review. Rose made a motion to approve the policy as amended. Second by Kremser. Carried 4-0
10. Next regularly scheduled meeting will be February 13th.



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11. Meeting adjourned at 6:15pm.