



**Library Board of Trustees**  
**Minutes of Regular Meeting December 10th, 2020**

**Trustees Present:** Betsy Kremser, Stephen Bjork, Jeromy Buberl, Michele Merritt, Amber Krumenauer, Kaitlyn Carlson, Jessica Buberl

**Trustees Absent:** none

**Also present:** Library Director Shelby Friendshuh

President Bjork **called the meeting to order** at 5:32 p.m.

Motion to approve the agenda by Kremser. Second by Merritt. Motion carried unanimously .

A motion to approve the **Minutes for the November 2020 regular meeting** by Buberl. Seconded by Kremser Carried unanimously.

**Citizens' Comments - None**

**Director's report-** Friendshuh attended the MORE director's meeting in November. Circulation continues to be strong. The library hosted a Badger talk virtually with 24 members present. Kid and adult kits were also well received. With the library not open for visits, the staff are more distanced. Curbside pick-up continues to be successful.

**Monthly financials-** The Friends of the Library made a generous donation allowing the budget to have some room for book purchases finishing up the year. Jeromy Buberl made a motion to approve the monthly financial results, second by Kremser. Carried 7-0

**Audit and Approved Bills-** motion to pay the bills by Jeromy Buberl, second by Merritt. Carried 7-0

**Budget:** Friendshuh presented an updated 2021 budget plan that was approved by the village board. The board discussed the process for approving wages increases. The board agreed to establish a new personnel committee- Jeromy Buberl, Michelle Merritt, and Stephen Bork will serve on this. Motion by Jeromy Buberl and second by Krumenauer. Carried 7-0

**Trustees Chapter 4-** Friendshuh shared highlights from the Trustees handbook. director and board president work together to create each amending with input from the board. The board must follow the open meetings law. Continually include opportunities for continuing education



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for library board meetings. An annual board calendar can help keep things on track and organized.

**Programming Policy-** Shelby updated and modified a few things to the policy. Motion to approve the policy by Kremser and second by Merritt. Carried 7-0

**Re-opening the library for appointments:** Based on the current state of the county's COVID cases, anticipated spike after the holidays, and being able to staff the library and the board approves Friendshuh's recommendation to remain closed-open for curbside pick-up only. The board will evaluate the conditions in the county at the January meeting.

Next regularly scheduled meeting will be January 14th at 5:30 pm virtually

Meeting adjourned at 6:40pm

Respectfully submitted by,

Kaitlyn Carlson  
Library Board Secretary