



Library Board of Trustees
Minutes of Regular Meeting November 12, 2020

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

Trustees Absent: 1 open seat

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 amended **Minutes for the October 2020 regular meeting** by Buberl. Seconded by Kremser Carried unanimously.

Citizens' Comments -

Director's report- Polk county approved increase in act 150 funding from 90%-95%, the goal being to reach 100% in the next 5 years. Adding to collection, slight decrease in circulation, due to a slight decrease in appointments. The drive-through is being used well. Betsy requested adding on a second line comparing present to past year circulation.

Monthly financials- Friendshuh met with Village administration and learned that the 2020 expenses won't be taken off the 2019 budget because that was closed. Buberl made a motion to approve the monthly financial results. Carried 5-1

Audit and Approved Bills- motion to pay the bills by Kremser, second by Buberl. Carried 6-0

Holiday Library Closure Schedule- Friendshuh presented a plan for the 2020-21 holiday closures. Motion to approve the proposal with an added note regarding 4th of July by Buberl, second by Kremser. Carried 6-0

Trustees Essentials Chapter 2: Friendshuh presented some highlights regarding what the main points are in chapter 2 regarding the responsibilities of the library board compared to the director. Specifically she highlighted how this board might look different from other acting boards and



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departments in the municipality. Buberl expressed interest to share this with the rest of the village board.

Library Services Policy- Shelby updated and modified a few things to the policy. Motion to approve the policy by Buberl and second by Kremser. Carried 6-0

Budget: Friendshuh presented an updated 2021 budget plan with the updated percentage for the polk county increase. She shared updated services costs and modifications to the maintenance as we understand the building's costs better. We are also evaluating some alternate storage space options. The Village budget was endorsed with a public hearing scheduled for Nov. 30th.

Board Member Open Seat: Buberl shared that his wife is interested in joining the board to contribute to the community.

Next regularly scheduled meeting will be December 10th at 5:30 pm at the Discovery Center
If there are any changes to the meeting, we will be notified.

Friendshuh asked for some feedback regarding current precautions related to the pandemic. The board encouraged Friendshuh to take whatever necessary precautions she feels necessary to curb the spread of the virus in the community.

Meeting adjourned at 6:4sp.m..

Respectfully submitted by,

Kaitlyn Carlson
Library Board Secretary