

Spring Green Community Library Board Meeting
Monday, January 8, 2024

Present: Jeannie McCarville, Jordan Lagerman, Chris Ferguson, Linda Kettner, Dede Holverson, Joy Kirkpatrick

Absent: Ed Lilla

Library Staff: Emily Whitmore (director), Bridget Roberts

Guests:

1. The meeting was called to order by Jeannie McCarville at 5:00 PM in compliance with the Wisconsin Open Meeting Law.
2. **Review and adopt agenda:** Linda Kettner moved to adopt the agenda, seconded by Joy Kirkpatrick. Motion carried.
3. **Consent agenda:** All matters under this item are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, the item will be removed from the consent agenda and will be considered separately.
Linda Kettner moved to approve items a, b, and d and remove item c for discussion, seconded by Jordan Lagerman. Motion carried.
Linda Kettner moved to approve item c, seconded by Joy Kirkpatrick. Motion carried.
 - a. **Review and approve minutes of December meeting**
 - b. **Approval of Treasurer's Report**
 - c. **Approval of Financial Report**
 - d. **Approval of Bills**
4. **Director's Report:** Emily distributed her report.
5. **Friends Update:** Emily will be the representative for this group.
6. **Unfinished Business – Discussion and possible action on the following:**
 - a. **Library Improvements:** Emily is checking into replacing the lights in the Community Room. She will investigate available grants for this project. Emily will check into costs of re-keying the building.
 - b. **Riverway Electric Bid:** Emily presented this bid for replacing lights in the Community Room.
7. **New Business – Discussion and possible action on the following:**
 - a. **Possible Electrical Project in the basement:** We need to have more outlets installed in the basement. Internet and fire alarm systems are taking more outlets. Joy Kirkpatrick moved to approve up to \$500 for updating the electrical needs in the basement, seconded by Jordan Lagerman. Motion carried.
 - b. **WILS – Strategic Planning Payment:** previously discussed
 - c. **Board Check to the Village:** Jordan Lagerman moved to use Excel for all library accounts, seconded by Dede Holverson. Motion carried. Joy Kirkpatrick moved that we use our Fund Balance to pay the library board's

contribution to the village operational budget, seconded by Chris Ferguson.
Motion carried.

d. SWOT Analysis: Joy Kirkpatrick led this activity.

8. General public comment: none

9. Confirm date of next meeting: Monday, February 12, 2024, at 5 PM

10. Adjourn: Jordan Lagerman moved to adjourn the meeting, seconded by Chris Ferguson. Motion carried.

Linda Kettner