

**Spring Green Community Library Board Meeting
Tuesday, February 8, 2022**

The meeting was called to order by Sue Meise at 5:00 PM in compliance with the Wisconsin Open Meeting Law.

Present: Sue Meise, Linda Thering, Linda Kettner, Jordan Lagerman, Jeannie McCarville

Absent: Addison Arndt, Ed Lilla

Guests: Jackie Passant, Bridget Roberts, Nancy Hume

Agenda: Linda Kettner moved to approve the agenda, seconded by Jeannie McCarville. Motion carried.

Minutes of the January 11, 2022 Meeting: Linda Thering moved to approve the minutes from the January 11, 2022 meeting, seconded by Jordan Lagerman. Motion carried.

Treasurer & Financial Report: Linda Kettner moved to approve the treasurer & financial report, seconded by Jeannie McCarville. Motion carried.

Approval of Bills: Jordan Lagerman moved to approve the bills, seconded by Linda Thering. Motion carried.

Staff Report: A report was distributed. Youth/Family programming includes FUNtivity kits, a new Story Walk and an Alien Scavenger Hunt. In-person Storytimes have been suspended through at least mid-February. Virtual Storytime is taking place through the library Facebook page. February featured artists are from River Valley High School. Staff has continued to help each other with filling in when necessary and all shifts are taken care of at this time. A staff meeting was held January 27th. A list of extra duties the staff is covering while there is not a director in place was included on the report.

Friends Update: They had a ZOOM meeting. They are going to change the date of the Chocolate Lab from this April to the fall.

New Business

- a. **Interim Staffing Needs:** none at this time
- b. **AED Purchase – Dave Mancini Memorial:** We received \$1,100 in memorials. Kathy Kinney asked that this be used for an AED. We have \$1,320 from Colleen Lins memorials that could be used for this purchase. Linda Kettner moved to approve Linda Thering to purchase an AED not to exceed \$2,400, seconded by Jeannie McCarville. Motion carried.
- c. **Annual Report:** A copy of this report was distributed. Linda Thering went over the report. Linda Kettner moved to approve the annual report, seconded by Jeannie McCarville. Motion carried.

Old Business

- a. **Director Search Update:** We have not had any applicants to date. It was suggested to run an ad in the local newspapers/shopping newspapers. Linda Kettner and Addison Arndt will work on this.
- b. **Annual Report:** Linda Thering reported on the status of bequest funds.
- c. **Collection Policy:** no action taken

- d. Code of Conduct Policy (formerly Appropriate Library Behavior Policy):** Linda Thering moved to approve the Code of Conduct Policy as presented, seconded by Jordan Lagerman. Motion carried.
- e. Library Card Policy Update:** no action taken
- f. RV Arts Donation:** no action taken
- g. ARPA Grant Award for Curbside Lockers:** Linda Thering moved to accept the ARPA grant award for curbside lockers, seconded by Linda Kettner. Motion carried. Jordan Lagerman will be the board contact for this project.
- h. Library Service Plan:** no action taken

General Public Comment: Bridget Roberts reported that even though the staff is currently very busy they want us to hire the right person for our director position. Grants are an important part of the director's job and we will not be able to take advantage of this until we hire a director. We got the check from Sauk County and it was much less than previous years. Jackie Passant suggested having the entrance doors looked into as there are problems with them.

Next Meeting: Tuesday, March 8, 2022 at 5:00 PM

Adjourn: Linda Thering moved to adjourn the meeting, seconded by Jordan Lagerman. Motion carried.

Respectfully submitted,
Linda Kettner