

Spring Green Community Library Board Meeting
Tuesday, February 6, 2023

1. 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
Library Staff: Emily Whitmore (director), Bridget Roberts
Guests: Megan Bond, Nancy Hume
2. **Review and adopt the agenda:** Linda Thering moved to adopt the agenda, seconded by Linda Kettner. 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.
 - a. **Review and approve minutes of November meeting**
 - b. **Approval of Treasurer's Report**
 - c. **Approval of Financial Report**
 - d. **Approval of Bills**Linda Kettner moved to approve the consent agenda with the change of November to January, seconded by Jordan Lagerman. Motion carried.
4. **Meet the Staff – Megan Bond:** Megan introduced herself to the board and gave a little background on her responsibilities.
5. **Director's Report:** Emily distributed her report. Additions include – Lone Rock is still looking for a director (Emily thought it would be nice if there was some way we could help them keep their library open), Wisconsin Public Library conference is coming up Emily has been accepted and will be attending, Emily offered the library as a place for people to collect and/or donate tickets for the Lion's Spaghetti Dinner.
6. **Friends Update:** Their next meeting is Feb. 27. Their Annual meeting will be held in March. They are beginning to think about the rummage sale for this summer.
7. **Unfinished Business – Discussion and possible action on the following:**
 - a. **AED Cabinet-Update:** Linda Thering ordered a cabinet at a cost of \$201.06. It is on backorder.
 - b. **Library Bank CDs-Update:** 4CDs have been renewed for long term. Jeannie McCarville moved to approve taking half of the Patrick Lamb bequest and putting it into a money market account and the other half into a short term CD, seconded by Jordan Lagerman. Motion carried.
 - c. **Policy Review Subcommittee:** Volunteers for this committee – Jeannie McCarville, Jordan Lagerman, Linda Kettner
 - d. **Temporary Strategic Plan Subcommittee:** Board volunteers – Jordan Lagerman, Jeannie McCarville

- e. **Permanent Shield at the Desk:** This will be investigated.
 - f. **New TV for Community Room-Update:** Ed submitted a report. Linda Thering moved that Ed Lilla and Emily Whitmore make a final decision on the TV using Friends money with a limit of \$3,000, seconded by Linda Kettner. Motion carried.
 - g. **Volunteers for Meet the Board next month:** Feb. 23, 2023 – Linda Thering
- 8. New Business**
- a. **2022 Library Portion of Budget:** \$2,965.64 owed to village. This money will be taken out of carry-over money.
 - b. **Annual Report Approval:** This has been completed. Linda Thering moved to approve the 2022 Annual Report, seconded by Jeannie McCarville. Motion carried.
 - c. **Roof Assessment:** Sue Meise will call Ron Radel to look at the roof.
 - d. **Cabinets in the Community Room:** Linda Thering will help look into this.
 - e. **Sauk County Technology Fund:** Emily would like to get another staff computer. We are up for replacing 2 computers. She would also like a printer for her office. Linda Thering moved to purchase 1 new computer for the staff, replace 2 computers and purchase a new printer, seconded by Jeannie McCarville. Motion carried.
- 9. General Public Comment:** Bridget Roberts related how a shield on the desk creates a nice space/barrier between the staff and public. Megan Bond agreed with this and mentioned extra cleaning and safety.
- 10. Confirm Date of next meeting;** Monday, March 6, 2023 at 5:00 PM
- 11. Adjourn:** Linda Thering moved to adjourn the meeting, seconded by Jeannie McCarville. Motion carried.

Linda Kettner