

## Spring Green Community Library Board Meeting

Tuesday, March 13, 2018

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

**Present:** Sue Meise, Linda Therig, Linda Kettner, Vern Demers, Ed Lilla, Dave Riek, Carrie Portz (library director)

**Absent:** Ray Kepler

**Guest:** Bridget Roberts

**Agenda:** Vern Demers moved to adopt the agenda, seconded by Linda Kettner. Motion carried.

**Minutes:** Vern Demers moved to approve the minutes from the previous meeting, seconded by Ed Lilla. Motion carried.

**Treasurer's Report:** Vern Demers moved to accept the treasurer's report, seconded by Linda Kettner. Motion carried.

**Bills:** Linda Thering moved to accept the bills, seconded by Vern Demers. Motion carried.

**Director's Report:** Carrie Portz distributed copies of her report. She mentioned circulation numbers for Feb. The numbers are trending up. Computer use was also up. The number of programs and attendees has increased.

**Friends of the Library Update:** Their 10 minutes play contest will take place on March 26 along with their annual meeting.

### Old Business

None

### New Business

**-Emergency Closing Policy:** A copy of the new policy was distributed. Linda Kettner moved to accept the policy as printed, seconded by Ed Lilla. Motion carried.

**-Posting of Library Assistant Opening:** Ed Lilla moved to authorize Carrie Portz to post this position if needed dependent upon her coordination with current staff members on additional hours, seconded by Linda Kettner. Motion carried.

**Public Comment:** none

**Next Meeting:** Tuesday, April 10, 2018 at 5:00 PM

**Adjournment:** Vern moved to adjourn this meeting, seconded by Ed Lilla. Motion carried.

Respectfully submitted,

Linda Kettner