

Ethel Everhard Memorial Library Board of Trustees
November 8, 2021 Meeting Minutes

Finance Committee Meeting: 6:30 p.m. Nelson and Dethlefsen reviewed vouchers.

Presiding Officer: President LeeAnn Kittleson called the meeting to order at 6:55 p.m.

Roll Call: LeeAnn Kittleson, Nancy Nelson, and Bruce Dethlefsen, and Director Anna Dinkel present.
Absent: Karen Christensen, and Karen Robotka.

Agenda: Motion by Nelson to approve Agenda. Second by Dethlefsen. Motion carried 3-0.

Minutes: Motion by Nelson to approve the minutes from the regular October 11, 2021 meeting. Second by Dethlefsen. Motion carried 3-0.

Public Comments: None.

Reports:

A. Financial Reports

Motion by Nelson to approve monthly vouchers. Second by Kittleson. Motion carried 3-0.
Roll call vote: Nelson – yes; Dethlefsen – yes; and Kittleson – yes. Monthly income and expense reports from Director.

B. Director's Report

- 1-) Monthly statistics/user data presented. Westfield Public Library requires patrons and staff to wear masks.
- 2-) Calendar reviewed. Drop-in Tech Help continues. Director will attend WLA in Green Bay November 16 – 19, 2021.
- 3-) Programming update. Mulling Class to begin in December. Take – Home Craft program is popular.
- 4-) Grant applications. Winnefox CE grant will pay for WLA registration. The Pilcrow Grant will provide \$1200 for children's materials (\$400 from Friends). \$490 received to buy East Asian materials.
- 5-) Moving/Renovation updates. Still estimating the number of moving boxes needed (may need 350). Investigating temporary library internet connection at Village Hall. Liability insurance needs to be checked to cover offsite materials. Library will be closed to facilitate move on November 29 and maybe additional days. Volunteers will be needed to pack boxes.

C. Friends of the Library No report.

Unfinished Business:

A. Library Renovations

Preparations continue the library renovations and move. Demolition starts Wednesday, November 10, 2021.

B. Library Operations and Covid 19

No change in library procedures.

C. Employee Evaluation Form/Process

Discussion. No action taken.

D. 2022 Budget

The Board is waiting for the county and village to finalize the amount of their contribution to the library budget.

New Business: None.

Adjourn Motion by Dethlefsen to adjourn at 8:15 p.m. Second by Kittleson. Motion carried 3-0.

Next meeting. December 13, 2021