Greenwood Area Library Board Meeting Minutes

September 14th at 2 p.m. Greenwood Area Library

1. Call meeting to Order at 2:00pm. Members present Joe Green, Cheri Lenz, Sylvia Weaver, Jereld Block, Barb Ashbeck, Deanna Jordan. Honored guest Mayor Hansen.
2. Action item: Approval of minutes for August 17th. Motion made by Cheri and seconded by Sylvia. All Ayed, motion carried.
3. Director’s Report:

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| **Circulation** | **Aug= 1742**/LY-38 |  |
|  |  | YTD= 13625/LY+134 |
| **E Circ** | **Aug= 311**/LY-135 |  |
|  |  | YTD= 4177/LY+946 |

Savings balance before September payroll

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| **Forward Financial Account Balances** | **State of WI Account Balances** |
| Savings **$51,549.07** as of 9/11 | Memorial Fund **$5,076.28** as of 9/11 |
| CD **$13,101.54** as of 9/11 |  |
| Lib Exp **$29,408.44** as of 9/11 |  |

Financials

Action Item: August Expenses, Account Balances, MTD/YTD income/expenses, checks

Approval-Motion to approve made by Jereld, seconded by Barb. All Ayed, motion carried.

Action Item: Possible movement of Lib. Expansion funds to CD-Discussion was made and motion to approve moving total amount of $15,000 from Expansion fund to a CD or two CD’s at or exceeding 5.3% with either Forward Bank, Royal Credit Union or another local banking establishment made by Cheri and seconded by Barb. All eyed, motion carried.

Action Item: Possible use of Lib. Expansion funds to cover costs of Automatic Door over $10,000 grant. Motion made by Jereld and seconded by Cheri. All Ayed, motion carried.

1. Trustee Essentials

TE-15-Discussion on Trustee Essential 15.

1. Library Business

1st week of October Trainings (October 3-5) Amber discussed possible closure of library for 1 hour stretch on October 3-5 if coverage from other staff cannot be made due to Amber having to go to training. If so Amber will post on social media and the library window so patrons are aware.

Sept/Oct Programs-Amber Discussed upcoming events.

Book Sale/Parade Recap-Book sale less than last year but still good. Money deposited in Expansion fund. Parade went well, ran out of candy quickly. Need to purchase more next time.

1. Personnel Committee Report

Action Item: Approval for Staff wages for 2024-Cheri presented wages for 2024. Motion made to approve by Deanna and seconded by Jereld. All Ayed, motion carried.

1. Budget Committee Report

Action Item: Approval of 2024 Library Budget to take to Finance Committee-Amber went over proposed budget for 2024 with both 75% & 85% reimbursement from County. Motion to approve budget’s to take to finance committee made by Cheri and seconded by Deanna. All ayed, motion carried.

1. Building Update

Automatic door-early to mid September installation-updated to early October installation

1. Board Member Reports
2. Set next Meeting date & time-October 19th at 1pm.
3. Action Item: Adjourn-Motion to adjourn made by Barb and seconded by Jereld. All ayed, meeting adjourned at 2:45pm.