

Karl Junginger Memorial Library
Board of Trustees Meeting Agenda
April 26th, 2022 @ 6:00 pm

- I. Call to Order & Introductions
Present: Art Biermeier, Cindy Krueger, Abby Vosters, Brian Henning. Absent: Deb Battenberg, Sara Cummings, Vacant spot
- II. Approval of agenda
Biermeier moved to approve the agenda. Krueger seconded. Motion passed unanimously.
- III. Approval of open minutes from March 15th, 2022
Biermeier moved to approve the minutes as written. Krueger seconded. Motion passed unanimously.
- IV. Correspondence, Appearance, Public Comments –
Mountford showed the Board two thank you cards from the Highland House in Waterloo.
- V. Director’s Report
- VI. Unfinished Business
 - A. Financial monthly report for March 2022– *Action*
Biermeier moved to approve the March reports. Krueger seconded. Motion passed unanimously.
 - B. Sidewalk – *Action*
Vosters moved to approve the proposal for the sidewalk to be installed by Medenwaldt Concrete for the Story trail connection of sidewalks. Biermeier seconded. Motion passed unanimously.
 - C. Policy 506 Equipment Use – *Action*
Biermeier moved to approve Policy 506 Equipment Use with changes. Henning seconded. Motion passed unanimously.
 - D. Carpet – *Informational*
Mountford informed the board that she had been out of the office for a week dealing with a family emergency and is still working on receiving quotes for the carpeting.
- VII. New Business
 - A. Library Board of Trustees – *Informational*
Mountford stated that we are still in search of one board member to fill an open spot.
 - B. Furnace Replacements – *Informational*
Mountford reported that the dual furnace located in the meeting room went out and Cardinal was called to fix the furnace. Cardinal stated that furnaces need to be replaced starting now.
 - C. Cardinal Heating & Air Yearly Maintenance– *Informational*
Mountford showed the 2022 yearly maintenance agreement and amount for furnace and air conditioners.
 - D. Friends Book Bucks for Waterloo Wine Walk – *Action*
Henning moved to approve the Friends distribution of Library Book Bucks to be given for the Waterloo Business Wine Walk bags. Krueger seconded. Motion passed unanimously.

E. Budget 2023 – Informational

Mountford stated she has begun working on the 2023 budget. City is holding a Capital fund meeting for all department heads in May.

F. Policy 300 Bylaws (virtual presence of board member voting) – Informational

Discussed if we should add to Bylaws or create a new virtual presence policy for board members.

G. Policy 706 Volunteer Policy/Form/Waiver – Informational

No changes were presented. Board will vote on this at next meeting.

H. Policy 800 Revision of Library Policies – Informational

No changes were presented. Board will vote on this at next meeting.

VIII. Budget 2023

Policy 300 or new policy for Virtual presence of board members

Carpeting

Policy 706

Policy 800

**Tom Poehling from Poehling Investments and Rod Ellenbecker from Bank of Sun Prairie will be at the May 24th, 2022 meeting

IX. Date, place, and time of next meeting

Tuesday, May 24th at 6PM, KJML

X. Adjournment

Biermeier moved to adjourn at 6:32 pm. Krueger seconded; motion passed unanimously.

Minutes prepared by: Kelli Mountford, Director