

Karl Junginger Memorial Library
Board of Trustees Meeting
July 26, 2022

- I. Call to Order & Introductions
Meeting called to order at 5:17. Present: Sara Cummings, Abby Vosters, Brian Henning, Abby Vosters, Art Biermeier, Cindy Krueger, Kelli Mountford, Guest Miriam Schilling. Absent: Deb Battenberg
- II. Approval of agenda
- III. Approval of open minutes from June 29th, 2022
Biermeier moved to approve the minutes; Henning seconded. Motion passed unanimously.
- IV. Correspondence, Appearance, Public Comments –
Mountford reported that St. John's had a nice article in their bulletin about the Kiss the Cow/Concert on the Lawn and collaborating with the library.
- V. Director's Report
- VI. Unfinished Business
 - A. Financial monthly report for June 2022 – *Action*
Biermeier moved to approve June financial report; Krueger seconded. Motion passed unanimously.
 - B. *Budget 2023 – Informational*
Mountford discussed the 2023 budget. Board would like to discuss writing a letter to the City Finance about Chapter 43 - "43.58 Powers and duties. (1) The library board shall have exclusive control of the expenditure of all moneys collected, donated or appropriated for the library fund, and of the purchase of a site and the erection of the library building whenever authorized." Board also requested for a 2% increase in the city dollar request for raises.
 - C. *Carpeting the bldg. – Informational*
Mountford stated that carpet samples have been sent. She is looking to request more and will ask board members to come and view another night.
 - D. *Director Evaluation – Informational*
Vosters and Biermeier presented the new director evaluation. Vosters will send out an updated version with boxes to place answers. Use for next month's evaluation and make updates as needed.
 - E. *Policy 302 New Virtual Presence policy – Action*
Cummings moved to approve Policy 302 with changes. Biermeier seconded. Motion passed unanimously.
 - F. *Policy 445 Photo Permission policy – Action*
Biermeier moved to approve Policy 4445. Cummings seconded. Motion passed unanimously.
 - G. *Policy 401 Selection of Materials – Action*
Biermeier moved to approve Policy 401. Krueger seconded. Motion passed unanimously.

Please contact Kelli Mountford at 920-478-3344 if you need accommodations to attend the meeting.

VII. New Business

- A. *Policy 405 Reconsideration and form – Informational*
Discussed changes on the 405 policy and will re-visit in August.
- B. *Staff In-Service Close Library 9/15/22 –Action*
Ft staff will attend a Security and safety training in Watertown on 9/15/22 and also have some staff training at the KJM Library. Cummings moved to approve the closing of the library on 9/15/22 for staff to attend in-service. Biermeier seconded. Motion passed unanimously.
- C. *Policy 503 Code of Conduct – Informational*
Mountford presented no changes at this time.
- D. *Policy 510 Unattended Children – Informational*
Mountford presented no changes at this time.

VIII. Future agenda items

Policies 405, 503, 3510, director evaluation (closed session), 2023 budget, carpet

IX. Date, place, and time of next meeting **Wednesday, August 24th, 2022** @ KJML at 5:15.

X. Adjournment

Biermeier moved to adjourn the meeting at 6:01 pm. Cummings seconded. Motion passed unanimously.

Respectfully Submitted, Kelli Mountford, Library Director