

Karl Junginger Memorial Library
Board of Trustees Meeting Agenda
June 27, 2023

I. Call to Order & Introductions

Meeting was called to order at 5:32. Present: Abby Vosters, Miriam Schilling, Brian Henning, Art Biermeier, Cindy Krueger, Diane Graff, and Kelli Mountford

II. Approval of agenda

Hearing no additions, the agenda was approved as presented.

III. Approval of open minutes from May 23, 2023

Hearing no corrections, the minutes were approved as presented.

IV. Correspondence, Appearance, Public Comments –

Kelli shared correspondence, a \$200 donation for the Summer Reading Program, and a letter from the Waterloo Senior Exercise Group.

V. Director's Report

Mountford added that the Kiss the Cow event was a big success and Mr. Ottesen kissed the cow right on the lips! Over 125 people attended. Next year will be the 5th annual event and they are thinking about using the last 4 winners as contestants.

VI. Unfinished Business

A. Financial monthly report for May 2023 – Action

Biermeier moved to approve the May monthly report as presented. Schilling seconded. Motion passed unanimously.

B. 2023 Cyber insurance increased, Brian stated with increases all over it just might go away. Kelli Mentioned the library has other network monitoring.

C. Parking Lot update – Informational

Mitch called and said the meeting will be at the end of July. By the end of Aug or in September, the work should be done.

D. Yearly Clark update by Poehling and SP Bank will happen on 9/26

E. Policy 410 Circulation, some paragraphs will be deleted, we voted to table it for now, moved by Vosters and seconded by Krueger.

VII. New Business

A. Director Job Description– Informational

An example was given, but we will file it for now and revisit it, same with B. Assistant Director Description.

B. Asst. Director Job Description review – Informational

C. Removal of Liability Waivers – Informational

Mountford discussed the changes that need to be made to the hot spot policy. Biermeier motioned to table it and Henning seconded it. The motion passed unanimously.

D. Policy 415 ILL- circulation and inter-library loans, revisit next month.

- E. *Library Board Trustee Handbook Chapter 2, Who Runs the Library? – Informational*
Mountford stated that she will include a chapter from the WI. Library Board Trustee Handbook at each Board meeting until we get through with them for discussion.

VIII. Future agenda items
Policy 415, waivers, Parking lot update, Job Descriptions, and budget

IX. Date, place, and time of the next meeting
July 25th at 5:30 pm in the Junginger Community Room

X. Adjournment
Biermeier moved to adjourn at 6:21 pm. Miriam seconded. Motion passed
unanimously. Respectfully Submitted, Cindy Krueger, Sect/Treasurer