

**Karl Junginger Memorial Library  
Board of Trustees Meeting  
January 14, 2020**

- I. Call to Order & Introductions  
*Meeting called to order at 5:19 pm. Present: Art Biermeier, Brian Henning, Abby Vosters (5:34), Kristen Klein, Lee Fiedorowicz, Angie Stinnett, and Kelli Mountford*
- II. Approval of agenda  
*Fiedorowicz moved to approve the amended agenda, Henning seconded. Motion passed unanimously.*
- III. Approval of open minutes from November 12, 2019  
*Henning moved to approve the minutes from November 12, Biermeier seconded. Motion passed unanimously.*
- IV. Correspondence, Appearance, Public Comments
  - *We received an email from Joel Zibell saying thank you for the get-together and for the gift card.*
  - *We received holiday cards from Thompson Investments and SVA Financial Group.*
  - *We received thank you cards from Jean Kohn and Sarah Spies for the gift certificate.*
- V. Director's Report – In addition to her written director's report, Mountford reported that:
  - *After speaking with many other librarians, she has decided against purchasing the EnvisionWare RFID gates. We will still go ahead with the RFID tagging. The new, lower cost for the RFID tagging is \$2,792.44.*
  - *She will move forward with the new water heater and softener.*
- VI. Unfinished Business
  - A. Financial monthly reports for November 2019 and December – Action  
*Henning moved to approve the financial reports from November and December, Fiedorowicz seconded. Motion passed unanimously.*
  - B. Policy 425 Outreach Services – Action  
*Fiedorowicz moved to accept the policy as presented. Biermeier seconded. Motion passed unanimously.*
  - C. Clark Trust – Informational  
*Mountford has been in contact with lawyers to check on rates and availability.*
  - D. Fine Forgiveness Past Material Fines for Child & Young Adult - Action  
*Stinnett moved to approve the clearing of past material fines for child and young adult materials. Fiedorowicz seconded. The motion passed unanimously.*
- VII. New Business
  - A. Overview of 2019 Statistics- Action  
*Mountford reviewed statistics for 2019. She reported that our number of library card holders went down because the staff purged old cards from the system. We did, however, issue 244 new cards. She also reported that 41,624 visited the library in 2019.*
  - B. Jefferson Contract for County Library Services 2020 –Action  
*Vosters moved to approve the 2020 Jefferson Contract for County Library Services. Second by Henning. Motion passed unanimously.*
  - C. Jefferson County Meals on Wheels 2020 Contract - Action  
*Henning moved to approve the Jefferson County Meals on Wheels 2020 Contract. Second by Biermeier. Motion passed unanimously.*
  - D. Policy 403 Donations – Informational  
*The board discussed Policy 403.*
  - E. Meeting Room Rental for Library Staff – Action

*Henning moved to change the rate sheet to reflect the fact that library employees receive a 50% discount on meeting room hourly rental for non-business purposes. Second by Vosters. Motion passed unanimously.*

F. Meeting Room (Josie S.) – Action

*Biermeier moved to table this item until the next meeting. Second by Henning. Motion passed unanimously.*

VIII. Future agenda items

A. Policy Regarding Bequests

B. Clark Trust

C. Meeting Room Rental

D. Annual Report

IX. Date, place, and time of next meeting in the library conference room

*February 18, 5:15 pm*

X. Adjournment

*Vosters moved to adjourn at 6:13 pm. Second by Henning. Motion passed unanimously.*

Respectfully Submitted

Kristen Klein