

**Karl Junginger Memorial Library
Board of Trustees Meeting
November 10, 2020**

- I. Call to Order & Introductions
Meeting called to order at 5:17 pm. Present: Art Biermeier, Brian Henning (5:20), Abby Vosters, Tim Jonas, Angie Stinnett, Deb Battenberg, Kristen Klein, and Kelli Mountford.
- II. Approval of agenda
Biermeier moved to approve the agenda, second by Battenberg. Motion passed unanimously.
- III. Approval of minutes from October 13, 2020
Biermeier moved to approve the minutes from the meeting of October 13, 2020, second by Vosters. Motion passed unanimously.
- IV. Correspondence, Appearance, Public Comments
 - *Vosters reported having received a letter and a Watchtower magazine from the Jehovah's Witnesses. Other board members reported receiving the same.*
- V. Director's Report: In addition to her written report, Mountford shared that:
 - *we received the first results from the online tutoring. Six people visited the tutoring site a total of thirty times.*
 - *the second library trustee webinar will be offered on Thursday.*
- VI. Unfinished Business
 - A. Financial monthly report for October 2020 – Action
Battenberg moved to approve the financial report from October. Second by Vosters. Motion passed unanimously.
 - B. 2020 Budget – Informational
Mountford updated the board on the status of the 2020 budget.
 - C. 2021 Budget – Informational
Mountford reported that the cost of health insurance has increased from what was anticipated.
 - D. Choosing percentage for Clark Investment – Action
Jonas moved to set the percentage at 4%. Second by Battenberg. Motion passed unanimously.
 - E. SVA and Board Resolution Form – Action
Jonas moved to approve the resolution as presented. Second by Biermeier. Motion passed unanimously.
 - F. Petitions to the Court – Action
Battenberg moved to approve the petitions to the court as presented. Second by Jonas. Motion passed unanimously.
 - G. Choosing an Investment Agency for the Clark Trust – Action
Jonas moved to appoint Poehling Capital Management as our investment company. Second by Battenberg. Six in favor (Vosters, Biermeier, Battenberg, Stinnett, Henning, and Jonas). Klein opposed.
 - H. Purchasing Policy 406 – Action
Vosters moved to approve Policy 406 as presented. Second by Battenberg. Motion passed unanimously.
 - I. Emergency Policy 512 - Action
Biermeier moved to approve Policy 512 with the suggested correction. Second by Vosters. Motion passed unanimously.
- VII. New Business
 - A. 2021 Annual Addendum Bridges Costs – Action
Mountford explained the Bridges library fees for 2021. Battenberg moved to approve the costs as presented. Second by Vosters. Motion passed unanimously.
 - B. TEACH Grant Funds for Technology – Action

Biermeier moved to table this item until January. Second by Henning. Motion passed unanimously.

C. Outside Trash and Recycle Bins – Action

Battenberg moved to approve the purchase of the outdoor trash and recycle bins. Second by Vosters. Motion passed unanimously.

VIII. Future Agenda Items

A. Clark Trust

IX. Date, place, and time of next meeting in the Waterloo School District Community Room or online:
December 8, 2020 at 5:15 pm

X. Adjournment

Vosters moved to adjourn at 6:27 pm, second by Battenberg. Motion passed unanimously.

Respectfully Submitted

Kristen Klein