

Karl Junginger Memorial Library
Board of Trustees Meeting
February 9, 2021 @ 5:15pm

- I. Call to Order & Introductions
Called to order at 5:19
Attended: Abby Vosters, Brian Henning, Cindy Krueger, Art Biermeier, Tim Jonas, Deb Battenberg, Kelli Mountford, Angie Stinnett (at 5:24)
- II. Approval of agenda
Biermeier moved to approve, Henning seconded. Motion passed unanimously.
- III. Approval of open minutes from December 8, 2020 and January 12, 2021
December 8 minutes: Henning moved to approve, Vosters seconded. Motion passed. (Battenberg abstained.)
Jan 12 minutes: Biermeier moved to approve, Krueger seconded. Motion passed unopposed.
- IV. Correspondence, Appearance, Public Comments –
Mountford shared the Step Up postcards.
- V. Director's Report
There were no comments on the Directors Report.
- VI. Unfinished Business
 - A. Financial monthly report for December 2020 – *Action*
Vosters moved to approve. Biermeier seconded. Motion passed unanimously.
 - B. *Financial Monthly Report for January 2021 – Informational*
Mountford will present next month.
 - C. Final review of 2020 Budget (audit not completed yet) – *Informational*
Mountford will present next month.
 - D. TEACH Grant – *Informational*
Mountford reported that we were awarded the grant for \$2555. *She will use it for the firewall in the computer systems, and will retroactively pay for the network switch.*
 - E. Policy 402 Programs, Displays, & Brochures – *Action*
Battenberg moved to approve as presented; Vosters seconded. Motion passed unanimously. Since the policies are now divided into two policies, Jonas moved to approved policy 407. Biermeier seconded. Motion passed unanimously.
 - F. *Policy 515 Community Facility Use Policy & Procedures – Action*
Jonas moved to approve policy; Krueger seconded. Motion passed unanimously.
 - G. *Clark Trust Update and Court information – Informational*
The court date is February 11 to have the changes approved.
- VII. New Business
 - A. *2020 Annual Report "Give permission for Biermeier and Mountford to sign and submit 2020 Annual Report and Board will review at the March Board Meeting" – Action*

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

Battenberg moved to give permission for Biermeier and Mountford to sign and submit 2020 Annual Report and Board will review at the March Board Meeting. Krueger seconded. Motion passed unanimously.

B. Library Board Members State Statutes – Informational

Mountford reported that we have 3 board members not living in the district, but are only allowed 2. Jonas offered to resign his position (he is not in Waterloo) when Kelli finds a new board member.

C. Parking lot and Library Building updates – Informational

Mountford suggested a drive-up window for the library in the future and asked for feedback on the idea

D. Recognizing Library Staff – Action

The board members decided personally purchase a plaque and flowers for the staff to show appreciation for all the efforts and dedication of the staff since the Covid crisis began. Battenberg moved to purchase a catered meal for the staff in appreciation. Biermeier seconded. Motion passed unanimously.

VIII. Future agenda items

Annual report, 2020 budget, Jan/Feb Finance, Clark Trust

IX. Date, place, and time of next meeting

March 9, 5:15, at Library community room

X. Adjournment

Battenberg moved to adjourn @ 6:10 pm. Biermeier seconded. Motion passed unanimously.

Respectfully Submitted, Deb Battenberg, Secretary

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