

Karl Junginger Memorial Library
Board of Trustees
December 13th, 2022 @ 5:30 pm

- I. Call to Order & Introductions
Meeting called to order at 5:30. Present: Kelli Mountford, Art Biermeier, Deb Battenberg, Sara Cummings, Abby Vosters, Miriam Schilling, Brian Henning (5:50).
- II. Approval of agenda
No corrections were needed for the agenda.
- III. Approval of open minutes from October 25th, 2022
Hearing no corrections, the minutes were approved as printed and distributed
- IV. Correspondence, Appearance, Public Comments –
*Mountford presented thank you notes from the zoo and Holy Family Church.
Tonya Brouillard and Waterloo Light and Utility gave to the library as part of Giving Tuesday.*
- V. Director’s Report
*Mountford reported that the men’s urinal is not operating; the repair could be expensive due to possible tree roots in pipes.
The carpet replacement will probably be scheduled in February and will take 2 weeks.
Friends of the Library will restart the golfing in the library fundraising event.*
- VI. Unfinished Business
 - A. Financial monthly report for October 2022 – Action
Biemeier moved to approve the financial monthly report as presented; Krueger seconded. Motion passed unanimously.
 - B. Budget 2023 – Action
Biermeier moved to move this item to the end of the meeting; Cumming seconded, motion passed unanimously.
 - C. Staffing and Budget discussion – Informational
The Library Board will convene to Closed Session on the matter per State Statute 19.85(1)(c) “considering employment, promotion, compensation or performance evaluation data of any public employee over which the body has jurisdiction or exercises responsibility.” The committee will reconvene in an open session upon the conclusion of the closed session.
 - D. Policy 425 Outreach Services and Application – Action
Cummings moved to approve the policy as presented. Schilling seconded; motion passed unanimously.
- VII. New Business
 - A. 2023 Annual Addendum Bridges Café Costs – Action
Battenberg moved to approve the Addendum. Cummings seconded; motion passed unanimously.
 - B. 2023 Closed dates – Action
Biermeier moved to approve the 2023 closed dates as presented by Mountford; motion passed unanimously.
 - C. Policy 515 Community Facility Use – Action
Biermeier moved to table this item, as it was the first time Informational time was presented. Cummings seconded; motion passed unanimously.
 - D. 2023 Contract for Library Services – Actions
Biermeier moved to approve the Contract for Library Services. Cummings seconded; motion passed unanimously.
 - E. Cleaning Services- Informational

Environmental Control (Madison) gave Mountford a quote for cleaning services. The board discussed possible future cleaning possibilities. Jason (current cleaner) will continue for now, but could possibly want to give up the cleaning in the future.

F. Budget (moved from earlier)

The city-approved version has us about \$11000 over budget for 2023. Mountford presented another budget that was only \$9,000. Battenberg made a motion to approve the city-approved budget; Cummings seconded; motion passed unanimously.

G. Cummings made a motion to go into a closed session; Biermeier seconded. Motion passed unanimously.

(Sara Cummings left at 6:45)

Henning moved to return to open sessions; Biermeier seconded; motion passed unanimously.

VIII. Future agenda items

IX. Policy 515, November and December financial reports

X. Date, place, and time of next meeting December or January
January 31st 5:30

XI. Adjournment

Henning moved to adjourn at 6:50; Biermeier seconded; motion passed unanimously.

Respectfully Submitted, Deb Battenberg, Secretary