

Karl Junginger Memorial Library
Board of Trustees Meeting Agenda
May 23, 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, Sara Cummings, Diane Graff, and Kelli Mountford
- II. Approval of agenda
Hearing no additions, the agenda was approved as presented.
- III. Approval of open minutes from April 25th, 2023
Hearing no corrections, the minutes were approved as presented.
- IV. Correspondence, Appearance, Public Comments –
Kelli presented the Extra Free Waterloo Courier paper that came in the mail, not many people received this paper. It displayed both Marshall and Waterloo Summer Reading programs. An article in the Watertown Daily Times about the KJM Library and Waterloo police teaming up for our after-library hours Nerf battle was also presented.
- V. Director's Report
Mountford added that the Bridges grant-funded solar benches will no longer take place due to cost on Bridges' end. The newly purchased Toniboxes, which were sponsored by the KJML Friends group was demonstrated. Discussion took place about the Discovery layers and databases.
- VI. Unfinished Business
 - A. Financial monthly report for April 2023 – Action
Biermeier moved to approve the April monthly report as presented. Cummings seconded. Motion passed unanimously.
 - B. Election of Board Officers (2yr. terms: President, VP, Secretary/Finance) Action
Biermeier nominated Vosters to serve as president no others were brought forward, Henning made a motion to appoint Vosters as President, and Krueger seconded. Motion passed unanimously. Biermeier volunteered to serve as vice president. Vosters made a motion for Biermeier to serve as VP. Krueger seconded. Motion passed unanimously. Cindy volunteered to serve as Secretary/Finance. Vosters made a motion for Krueger to serve as Secretary/Finance. Biermeier seconded. Motion passed unanimously. Congratulations to all! Biermeier moved to approve the slate. Vosters seconded. Motion passed unanimously.
 - C. Parking Lot update – Informational
Mountford reported that she is still waiting to hear about the June meeting.
 - D. Policy 407 Public Materials and Displays – Action
Cummings moved to approve Policy 407 with the updates made by Mountford. Schilling seconded. Motion passed unanimously.
- VII. New Business
 - A. Summer Reading Program updates – Informational
Mountford presented the 2023 Summer Reading Program flier with June/July calendar. Use of Beanstack offered through the State of WI will continue to be used to track reading logs.

Many programs are offered throughout the summer with three sponsored by Bridges Library System. Child make and take weekly activity bags were sponsored by local businesses.

- B. Poehling Capital Management and SP Bank visit information – Informational
Board discussed when they would like Poehling Capital Management and SP Bank to make an annual visit to discuss the Clark Trust. It was decided Mountford will reach out to both for a Fall/September meeting.*
- C. BlueJeans Free version ending & Bridges Zoom license – Informational
Mountford reported that the BlueJeans online free version through the state will end in December 2023. Bridges Library system does offer a discounted Zoom license that can be prorated in January 2024 if the KJML Board decides to go with Zoom. Discussion took place that we may not need any type of online meeting offering. It was asked that Mountford also looks into Google Meets and Microsoft Teams to see if they offer a free version.*
- D. Library vandalized – Informational
Mountford reported that on 5/16/2023 a young boy took blue chalk that he got wet and rubbed into the wall, MR door, and all over the boy's restroom. Mom was contacted on 5/17/23 and the boy did admit to doing this. It was decided that the boy would not be allowed in the library unless an adult was with him for the next three months, he currently was coming with his older brother. Mountford stated that the mom and the boy did come into the library on 5/23/23 so that the boy could apologize.*
- E. Policy 410 Circulation – Informational
Mountford discussed the changes that need to be made to this policy dealing with the age of limit of a child needing a parent's permission to obtain a library card. However, at the age of 16 and above, per state statute, you cannot give patron information to the parents/guardians.*
- F. Approval of paying out Mountford's PTO – Action
A Motion was made by Henning for Agenda items F, G, H, J & K to be tabled indefinitely. Cummings seconded. Motion passed unanimously.*
- G. Recommendation of Appointing Amanda Bruckner as Interim Director – Action
See letter F*
- H. Granting Amanda Bruckner Comp hours – Action
See letter F*
- I. Review of Director Job Description – Informational
Discussion of job descriptions being reviewed at the next board meetings.*
- J. Director Hiring Process- Informational
See letter F*
- K. Create a hiring committee – Action
See letter F*
- L. Library Board Trustee Handbook Chapter 1 – 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 410, Parking lot update, Job Descriptions

IX. Date, place, and time of the next meeting
June 27th at 5:30 pm in the Junginger Community Room

X. Adjournment

Biermeier moved to adjourn at 6:12 pm. Cummings seconded. Motion passed unanimously.

Respectfully Submitted, Kelli Mountford, Library Director