

Karl Junginger Memorial Library  
Board of Trustees Meeting  
**Library Junginger Meeting Room or Virtual**  
**August 24, 2022**

- I. Call to Order & Introductions  
*Meeting called to order at 5:19.*  
*Present: Art Biermeier, Cindy Krueger, Deb Battenberg, Miriam Schilling, Abby Vosters*
- II. Approval of agenda  
*Hearing no objections, no vote was needed.*
- III. Approval of open minutes from July 26<sup>th</sup>, 2022  
*Are there any corrections to the minutes as printed and distributed to the trustees? Hearing none, the minutes are approved as printed and distributed.*
- IV. Correspondence, Appearance, Public Comments –
- V. Director’s Report  
*Mountford reported that summer numbers are up. July’s circulation numbers are down, as often happens in July. A new program/contest for checkout receipts may help get August numbers up.*
- VI. Unfinished Business
  - A. Financial monthly report for July 2022 – Action  
*Biermeier moved to accept the monthly report for July. Krueger seconded. Motion passed unanimously.*
  - B. Budget 2023 – Informational  
*August 23 was the city budget committee meeting. Health insurance costs will be going up. The process will continue with another committee meeting soon.*
  - C. Carpet Update – Informational  
*Mountford presented different carpet samples.*
  - D. Policy 405 Reconsideration and Form – Action  
*Mountford asked to table this item so she can use information she got from a recent meeting. Vosters moved to table this agenda item. Biermeier seconded. Motion passed unanimously.*
  - E. Policy 503 Code of Conduct – Action  
*Biermeier moved to approve 503 as presented. Krueger seconded. Motion passed unopposed.*
  - F. Policy 510 Unattended Children – Action  
*Biermeier moved to approved policy 510 as presented. Krueger seconded. Motion passed unanimously.*
- VII. New Business
  - A. Staff Door replacement – Action  
*Biermeier moved to table this until next month. Krueger seconded. Motion passed unanimously.*
  - B. Furnace update – Informational

*Last year during a furnace repair, Mountford learned that all the furnaces need to be replaced. Mountford recommended replacing two this year out of the fund balance. We will discuss again next month.*

*C. Policy 406 Purchasing – Informational*

*D. Director Evaluation – Action*

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 open session upon conclusion of the closed session.

Battenberg motioned to 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 open session upon conclusion of the closed session.

Krueger seconded. Krueger seconded. Biermeier – aye, Krueger- aye, Battenberg- aye, Schilling- aye- Vosters – aye.

The board reconvened into open session.

Biermeier moved to give Mountford a 2% raise. Krueger seconded. Motion passed unanimously.

VIII. Future agenda items  
Policy 405, 406  
Steel door, furnaces

IX. Date, place, and time of next meeting September 27<sup>th</sup> @ 5:30 pm

X. Adjournment

Battenberg moved to adjourn at 7:03. Biermeier seconded. Motion passed unanimously.

Respectfully Submitted, Deb Battenberg, Secretary