

Tolono Library Meeting Minutes
Tolono Library Meeting Room
April 5, 2022

Board members present at the library: Meghan Peach, Mary Thweatt, Liz Vavrik, Mary Kuetemeyer, Nola Compton, and Maggie Kelly

Others present: Janet Cler, Director

1. Call to Order

Meghan Peach called the meeting to order at 6:29 pm.

2. Public Comment

There was no public comment.

3. President's Report

Meghan thanked all the board members that filled out Janet's evaluation. Meghan will meet with Janet and go over the evaluation. She also mentioned that Touch A Truck in Sadorus that the library participated in was well attended.

4. Consent Agenda

a.) Approve Minutes of March 8, 2022 Regular Board Meeting

b.) Treasurer's Report

i. Review statements and reports

ii. Action item Approval of checks for March

A motion was made by Liz and seconded by Mary K to approve the consent agenda. Motion passed.

5. Other Agenda Items

The board will be discussing under new business some changes in dates for meetings and whether to close the library for Juneteenth.

6. Committee Reports

a.) Building Committee-Maggie Kelly-chair-the building committee will be meeting in April to oversee the grounds and building.

b.) Outreach Committee-Liz Vavrik-chair- the committee is excited about the blood drive the library is partnering in our community and there will be some great ideas that the committee will discuss in future meetings.

c.) Policy/Personnel Committee-Mary Thweatt-chair-the personnel committee met last month. There was no feedback on the policies submitted last month. Any feedback on the internet access, wireless, or social networking policies need to be submitted by April 12th. Also, the committee is going over benefits and salaries for employees for the upcoming budget.

d.) Finance/ Budget Committee-Meghan Peach-chair-Meghan briefly talked about the issue that Kemper is not able to do the full audit and payroll. The board needs to decide which role they want Kemper to do.

7. Library Director's Report

Ellie and Ashley have gone and Janet and other staff members have been working extra hours to fill the missing hours until the new staff members can start. Janet hopes the new employees will be able to start next week. Hoopla is proving very popular at the library and being well utilized.

8. Unfinished Business

a.) Action Item

i. Computer and Equipment Policy

ii. Confidentiality of Library Records

iii. Bulletin Board Policy

Maggie motioned with Liz seconding to approve the policies proposed. Motion passed.

9. New Business

a.) Action Item:

i. June board meeting date

ii. Juneteeth

iii. November election/board meeting

The board agreed to keep the June and September dates the same as scheduled. Maggie motioned and Liz seconded that the board move the August date to the 9th from the 2nd of August. Motion passed.

The board discussed whether to be closed on Juneteeth, but agreed that keeping the library open with resources and possible programs to allow patrons to learn more about the day would be best decision this year. Liz motioned and Mary K seconded the motion to keep the library open this year on Juneteeth. Motion passed.

10. Closed Meeting

There was no closed meeting.

11. Trustee Continuing Education

Janet went over the finance budget lines.

12. Next meeting May 3, 2022.

13. Adjourned 7:11 pm.

Submitted by Nola Compton