

**Tolono Library Meeting Minutes**  
Tolono Library Meeting Room  
May 3, 2022-6:30 pm

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

**Others present:** Janet Cler, Director

**1. Call to Order**

The meeting was called to order at 6:28 pm.

**2. Public Comment**

There was no public comment.

**3. President's Report**

Meghan wanted to thank the staff for covering extra hours until the new employees start. The Director evaluation is in the blue folder and she thanked the Board for its timely feedback for the evaluation. She also mentioned that the Board can help with some of the extra crafts with Emily being gone.

**4. Consent Agenda**

**a) Approve Minutes of the April 5, 2022 Regular Board Meeting**

**b) Treasurer's Report**

**i. Review statements and reports**

**ii. Action Item: Approval of checks for April**

Liz motioned with Maggie seconding to approve the consent agenda. Motion passed.

**5. Other Agenda Items**

There was no other agenda items

**6. Committee Reports**

**a) Building Committee-Maggie Kelly, chair**-the committee did a grounds and building inspection and suggested getting a bid for replacing a portion of the grass by the employee parking with river rock, having the back and side doors repainted, and having the back parking lot stripes repainted and the sign replaced.

**b) Outreach Committee-Liz Vavrik, chair**-there was nothing to report

**c) Policy/Personnel Committee-Mary Thweatt, chair**

**i. Adult and Youth Services Librarian**

**ii. FY23 Staff Increases**

There was no feedback on the policies from last month, the committee suggested changing the Program Coordinator to an Adult and Youth Services Librarian, and the committee discussed payroll for the next fiscal year.

**d) Finance/Budget Committee-Meghan Peach, chair**

**i. Review Working Budget**

The committee met and discussed the details of the proposed budget. The budget will up for an action item next month.

**7. Library Director's Report**

Janet mentioned that she could use volunteers for the adult craft night, for the park program on the 21<sup>st</sup>. Meghan is taking the cut outs for the kites.

## **8. Unfinished Business**

### **a) Action Item:**

#### **i. Internet Access Policy**

#### **ii. Wireless Policy**

#### **iii. Social Networking Policy**

Maggie motioned with Mary Thweatt seconding to approve the internet access policy, the wireless policy, and the social networking policy. Motion passed.

## **9. New Business**

There was no new business.

## **10. Closed Meeting**

There was no closed meeting

## **11. Trustee Continuing Education**

Meghan challenged the board members to become more familiar with different aspects of the library and to go into two different libraries and observe what that library is doing that could also be brought to Tolono Library.

## **12. Next Meeting June 7, 2022**

## **13. Meeting Adjourned 7:21 pm**

submitted by Nola Compton