

Tolono Public Library Minutes
Tolono Public Library Meeting Room
March 7, 2023

Board members present: Meghan Peach, Mary Kuetemeyer, Amy Jahnel, Nola Compton, Maggie Kelly

Others present: Janet Cler, Director, and Rachel Stewart, Librarian

1. Call to Order

The meeting was called to order at 6:30 pm.

2. Public Comment

There was no public comment.

3. President's Report

Meghan talked to the Board about taking advantage of the Library Trustee Spring Workshops.

4. Consent Agenda

a. Approve minutes of the February 7, 2023 board meeting

b. Treasurer's Report

i. Review statements and reports

ii. Action Item: approval of checks for February

Maggie motioned and Nola seconded the motion to approve the consent agenda. Motion passed.

5. Committee Reports

a. Building Committee-Maggie Kelly-nothing new to report

b. Policy/Personnel Committee-Meghan Peach-please send any comments on the video surveillance policy by March 14th.

c. Finance/Budget Committee-Meghan Peach-did not meet.

d. Benefits Committee-Nola and Mary T-did not meet

e. Strategic Planning Committee-Amy, Maggie, and Meghan-did not meet

6. Library Director's Report

Janet discussed different design options to the trustees for the website. She also mentioned that a developer is discussing with the city board about turning Main Street into a one way street by the library. She will also be going to the Village of Tolono about a TIF application for the cameras at the library.

7. Unfinished Business

a. Action Items policies

i. Collection Management Policy

ii. Challenges to Materials Policy (new)

iii. Circulation Policy

b. Action Item: blind proposal

c. Action Item: audit proposal

Maggie motion and Mary K seconded the motion to accept the Collection Management Policy, Challenges to Materials Policy, and Circulation Policy. Motion passed.

Amy motioned and Maggie seconded the motion to accept the blind proposal. Motion passed.

Maggie motioned and Nola seconded the motion to approve Feller and Kuester as the library's auditor. Motion passed.

8. New Business

- a. Action Item: Happy Green Services-2 yr. cleaning agreement**
- b. Local History Room**
- c. Appoint Committee members to serve for the Decennial Committee on Local Government Efficiency report**
- d. Review Closed Minutes-missed at January meeting**
- e. Accept Trustee Vavrik resignation**

Maggie motioned and Mary K seconded that we approve Happy Green for cleaning services. Motion passed.

The Board discussed giving the library's archives to the local historical society and turn the room where they have been stored into a study room.

Maggie motioned and Nola seconded that we keep the closed minutes closed. Motion passed.

Maggie motioned and Nola seconded to accept Trustee Vavrik's resignation from the Board. Motion passed.

9. Board of Trustees Executive Closed Meeting.

There was no closed meeting.

10. Trustee Continuing Education-Library Accessibility: What Public Library Trustees Need to Know

The Board discussed the role the library can play in assisting those with disabilities and providing accessibility with the library. Also discussed was following trends that could help the library continue to expand and grow in helping their patrons.

11. Adjournment

The meeting was adjourned at 7:22 pm.

Submitted by Nola Compton