



Library Board of Trustees
Minutes of Regular Meeting April 11th, 2024

Trustees Present: Michele Merritt, Ron Johnson, Maureen Rogers, Gail Hanson, Arvid Maki

Trustees Absent: Taylor Baert, Betsy Kremser

Also present: Director Anne Miller, Marian Quinn

President Michele Merritt called the meeting to order at 5:32.

Motion to approve the agenda by Gail, seconded by Maureen. Carried unanimously.

Motion to approve the **Minutes for the March regular meeting** by Arvid. Seconded by Maureen. Carried unanimously.

Citizens' Comments – Efforts to recruit new Friends of the WMPL members continue. A new membership brochure has been created. The Friends are looking forward to the Give Big fundraiser to be held on Tuesday, April 30. The April used book sale was nearly as successful as the March sale.

Director's Report – Plans and fundraising are underway for the Summer Learning Program. The theme this year is "Adventure Begins at the Library." The Friends of WMPL have given \$1500 for the program, and area businesses have matched and exceeded the \$1500. In addition to the regular monthly library events, Gwen Wright gave a talk about Vintage that has been viewed over 1000 times on Facebook. The LEGO Club has started up again and will be meeting twice a month going forward. The first featured artist for the Gallery Wall was Holly Walsh. The Library Assistant position has been posted and two interviews have already been scheduled. Once that position has been filled, Anne will look at filling the Library Page position. Grant applications will be submitted to the Lions (for book prizes) and Polk-Burnett Electric Cooperative (for STREAM kits).

Monthly Financials – Motion to approve the financial report by Arvid, seconded by Ron. Carried unanimously.

Audit and Approved Bills – Motion to pay the bills by Arvid, seconded by Maureen. Carried unanimously.

Bessie Green Funds and Building Fund – Moving funds from the MidWestOne checking account and CDs to a Royal Credit Union Public Entity Money Market Account proved more complicated than Anne expected due to the library being under the umbrella of the village. While she was trying to sort through the intricacies of opening an RCU account, Anne found out that Devin had negotiated better rates with MidWestOne and that our MidWestOne Business Money



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Market account had already been switched to the better interest rate of 4.5%. MidWestOne suggested closing the Business Checking account. Also, they said they would be willing to allow us to transfer the \$10,000 CD to a 7-month CD with a special rate of 4.92% without paying a penalty for early withdrawal. After some discussion, Maureen made a motion to move the \$10,000 CD to the higher interest rate CD provided they would waive the early withdrawal fee. Arvid seconded the motion. Motion carried unanimously.

New Board Member – Deb Rose will fill the remainder of Betsy Kremser’s term, which is two years of a 3-year term. She has already been approved by the Village Board.

Board Vice President/Treasurer Nomination – Since Betsy was the Vice President/Treasurer, we will have to nominate someone for that position at the next meeting.

Review and Approve Reference Services Policy – The board reviewed the Reference Services Policy that was last updated in January of 2020. Motion by Ron to approve the Reference Services Policy with one small change: remove “by telephone” from the second to the last paragraph. Motion seconded by Gail. Carried unanimously.

Review and Adopt Personnel Policy – The Personnel Policy outlines conditions of employment for library staff. It was last updated in April of 2021. Motion by Ron, seconded by Maureen, to approve and adopt the Personnel Policy with a few minor changes. Motion carried unanimously.

Personnel Committee – Anne is requesting a 6-month review. Michele, Gail, and Maureen will meet separately from the board to get this process started. Anne’s husband is retiring this year, and they are going on a retirement vacation from October 20 to November 4. An action item for the next meeting will be to approve Anne’s vacation time.

Garage Sale of Library Items – The goal of the garage sale is to clean out the storage unit by July 2024. The library will donate the items to the Friends of WMPL and they will conduct the sale. The garage sale will be held in conjunction with Rhubarb Day (Saturday, June 8, from 10 am to 3 pm). There should be room for all the items in Room 205 across the hall from the library. Some of the more valuable items will be individually priced.

Next Meeting – Thursday, May 9, at 5:30 pm.

President Merritt declared the meeting adjourned at 6:55 pm.

Respectfully submitted by
Ron Johnson, Library Board Secretary