

Alice Baker Memorial Public Library
820 East Main St.
Eagle, WI 53119
Library Board Zoom Meeting
Monday, June 14, 2021
6:30 p.m.

APPROVED MINUTES

The June meeting of the Board of Trustees of the Alice Baker Memorial Library was called to order by President Nancy Wilhelm at 6:29 pm. Present were: Trustees: N. Wilhelm, C. Dressel, B. Gunderson, D. Gordhamer, C. Lauterbach, D. West, T. Burstein, and Library Director A. Chase. The Pledge of Allegiance was led by N. Wilhelm.

It was moved by T. Burstein, seconded by B. Gunderson that the minutes of the May 10, 2021 Zoom meeting of the Board be approved as distributed.

It was moved by B. Gunderson and seconded by D. West that the June 2021 consent agenda (list of checks written, monthly financial report, cardmember detail, cardmember summary, lists of checks to be written, and Treasurer's Report) be approved. The motion passed via voice vote.

Village Representative's Report—C. Lauterbach reported.

Town Representative's report—D. West reported.

Palmyra-Eagle School District—D. Gordhamer reported

Director's Report-A. Chase distributed her report ahead of time.

In May only 244 fewer items checked out than the previous year. Overdrive use has been good and steady. Some adult programming is in person, school visits outside at the library, and some events are virtual. Open today without restrictions for the first time since last year. Lots of programming over the next 6 weeks or so, 10 events or so per week. Garden basket giveaway from donation given by Garden Mart. Donations for summer programs have been very good, everyone who has donated has been very happy to be able to do this again.

Other business:

President's Report- Job descriptions, C. Dressel. has been working diligently on this along with support from B. Gunderson. Drafts for all positions/jobs have been completed. Have met with the 3 individuals who have unique jobs and discussed the drafts of the job descriptions with them. Once signed off by the director A. Chase, everyone will be given their job description, sign off on them and maintain in their file and a copy for themselves.

Bridges Library System Report – N. Wilhelm mentioned that state funding information that was shared. Some sad news, Meg Henke, the administrative assistant is leaving Bridges for a new position.

Eagle Nature Trail – Displaying previous winners of the photo contest for the nature trail in the town/village conference room. New contest running now through August.

COVID-19 update- Happy that restrictions have been lessened, hoping things continue to go in this direction. Purchased 4 more hotspots, now have a total of 10.

Future agenda item: Document Retention Policy, Preliminary budget discussion, Job description detail on employee physical limitation policy.

The next meeting will be July 12, 2021.

It was moved by D. West, seconded by T. Burstein for the meeting to be adjourned. The motion passed via voice vote, and the meeting was adjourned at 7:16pm.

Debbie Gordhamer
Secretary