

WALL COMMUNITY LIBRARY BOARD OF TRUSTEE MEETING JANUARY 7, 2021

The meeting was called to order by chairwoman Linda Hiltner at 6:05 pm with the following members present: Gwen McConnell, Rachel Kjerstad, Cheryl Walker, and Ester Johannesen.

Changes/additions to the agenda

Gwen made a motion to approve the agenda. Rachel seconded the motion. Motion carried. Cheryl made a motion to set term limits to three year. Gwen seconded the motion. Motion carried.

Election of officers

Rachel made the motion to keep the officers now serving. Cheryl seconded the motion. Gwen will continue to be Vice-Chairwoman and Linda will continue to be the Chairwoman of the board.

Librarian's Report:

According to the financials sent to me by Carolyn. We have about \$2,000 left at the end of the year. We were short about this same amount at the end of 2019 so we should be even. We have received all the money for the technology grant, used it all and more, and have sent in the reports due to the State for receiving the grant. The library has everything needed for the Covid-19 protocols. We had the public works install the sanitizing station on the wall by the entrance door. We need to put up signs to designate the in door and the exit door. We have received a letter from Daria Bossman, State Librarian that we have been accredited with the State to December 31, 2023.

Old Business:

We have had some signs made for each door. We need to get them laminated and put up on the doors.

Linda has enclosed copies of the 1978 Library ByLaws and the 1978 policy manual. She would like everyone to read through and make notes as to changes. She has also added a list of changes she would like to see done. Please be ready to talk about these at the meeting on April 14, 2021. Linda will be gone for the next city council meeting and they will be discussing the Library Director and staff wages. She would like someone to attend the meeting.

A list of the trustee's information was enclosed in the packet. Everyone should check it over and let us know if everything is correct at the next meeting.

New Business

2022 Library budget process would start at the April meeting. It is due in the City office by July 5th. We will request that the City and the Chamber add the Library to their notices when the offices will be closed for holidays. We should watch for the change.

The City will put together a committee to oversee the charges on items done at the Library. Talking about the Covid-19 re-opening plan was tabled until the April meeting.

Linda handed out copies of what should be included in our strategic plan. We should start putting one together at the April meeting.

Linda also handed out copies of the policy manual and this should also be worked on at the April meeting.

We had heard from the State Library that our accreditation has been approved. We should receive a new certificate soon to display.

We have set up a magician to perform for the summer reading program. He is charging \$400 and wants to sell some of his props. We hope to set him up outside.

Linda would like someone to go to City Council meeting on January 12 to talk about wages.

Linda would like to go through all old minutes for the Library. Carolyn has said they are in the City storage space. Linda would like to make notes about the history of the Library.

Next Board Meeting

The next quarterly meeting will be held on April 14th at 6:00 pm at a place determined later due to Covid-19.

Meeting

Adjournment

A motion was made by Rachel and seconded by Cheryl to adjourn the meeting. Motion carried..

The meeting was adjourned at 7:00 pm.

Ester Johannesen

Secretary, Library Director