

Black River Falls Public Library

Meeting of the Library Board

March 15, 2022

Members present: Tracy Gilbertson, Melanie Floyd, Mitch Wester, Charles Nibbe. Joel Busse, Grady Gutknecht and Max Hart. Mandy Youngthunder and Kristin Franks were absent. Director Cara Hart was also in attendance.

Mitch called the meeting to order at 4:25.

Minutes of last month were approved on a motion by Grady and a second by Melanie. Carried. Vouchers were approved with a motion by Max and a second by Melanie. Carried. There were no public comments.

Director Cara Hart's report was reviewed along with reports provided by Historian Mary Woods, Youth Services Coordinator Melody Gesicki and Library Services Coordinator Vicki Fisher.

Cara reported that our library received a Certificate of Commendation from Governor Tony Evers for our service to our state, which ties in nicely with our 150<sup>th</sup> anniversary this year.

We reviewed three policies.

Responsibilities and Duties of the Library board needed no changes and was approved as is with a motion by Tracy and a second by Melanie. Carried.

Collection Management

- A. Selection Sources had a suggested addition of "Selection sources include published professional reviews, user requests and recommendation, publisher and vendor catalogs and advertisements". Motion made by Grady to approve as presented, second by Max. Carried.
- B. H. Weeding Policy had a suggested change from "The discretion, responsibility and timeliness of weeding lies with the Director" to "The discretion, responsibility and timeliness of weeding is guided by the Director". Motion made by Grady to approve as presented, second by Max. Carried.

Public Relations had a suggested addition of "Materials to be used by the media will align with the library's mission, objectives, and public relations goals. Materials will be created and distributed by library personnel." Motion made by Tracy to approve as presented, second by Melanie. Carried.

Cara brought up getting an Ablebits business license to make it easier to get Mary's information on the website at a cost of \$69.00. Max made a motion to approve the purchase with a second by Chuck. Carried.

The emergency light unit upstairs needs to be replaced. Tracy made a motion to approve B and B Electric's bid of \$685.00 with a second by Melanie. Carried.

We will need to expand our hours for the November 6<sup>th</sup> anniversary celebration. A motion was made by Chuck with a second by Melanie be open within the range of noon to 5:00 pm. Carried.

We also need to expand hours on September 17<sup>th</sup> for a full day of programs that are being planned. Tracy made a motion to expand hours as needed with a second by Chuck. Carried.

At 5:00 pm Tracy made a motion to adjourn, seconded by Melanie.. Carried.

Tracy Gilbertson

Secretary