

ST. FRANCIS LIBRARY BOARD MINUTES DATED MARCH 9, 2022

Present: Richard Adamczewski, Alderman Feirer, Kathy Frymark, Richard Lentz, Kathy MacAveney, Mark Uecker, Ava Voltner

Also Present: Library Director Amy Krahn

The meeting was called to order at 4:00 p.m.

Statement of Public Notice:

The meeting has been properly posted and noticed as required by law.

Minutes Approval:

Moved by Kathy Frymark, seconded by Richard Lentz to place on file the minutes of the Library Board meeting held February 9, 2022. Motion carried.

Approval of Claims:

Moved by Richard Lentz, seconded by Alderman Feirer to approve the February claims as presented. Motion carried.

Public Comments:

- None

Meet the Staff:

- None

Reports:

Chairman – None

School Representative – National Read to Me Day will be held on a Saturday in March. The district will have Summer School. The mask mandate at the district has also been lifted.

Friends – None

Director – The Library will celebrate National Library Week with dress up Spirit Week.

Moved by Ava Voltner, seconded by Richard Lentz to approve all the reports as submitted. Motion carried.

Unfinished Business:

- Photography/Videography Policy – no action was taken
- Leave Policy – no action was taken
- Continuing Education Reimbursement Request

Moved by Kathy MacAveney, seconded by Ava Voltner to approve the expenditure of \$1,025 per semester for Yoga training with a total expenditure of \$2,050, to have Jessica Kettner enter into an agreement with the Library as stated in the memo dated February 25, 2022 that was included in the Library Board packet,

that payments be made in January and June and this expenditure be included in the 2023 Budget. Motion carried.

- Foundation/Fundraising – moved to the next meeting

New Business:

- Personnel Manual - tabled to the next meeting under Unfinished Business
- COVID Guidelines

Moved by Kathy MacAveney, seconded by Alderman Feirer to accept the recommendation of Library Director Krahn to follow the guidelines of the Health Department's restrictions if needed. Motion carried.

- Substitute Librarians

Moved by Alderman Feirer, seconded by Ava Voltner to approve the hiring of two Substitute Librarians at the starting level librarian wage which is currently \$22.25 per hour. Motion carried.

- Butterfly Garden

Moved by Kathy MacAveney, seconded by Richard Lentz to approve the expansion of the Butterfly Garden using donations with an approximate expenditure of \$500 - \$600. Motion carried.

- Anniversary Movie Event – tabled to the next meeting under Unfinished Business so that more information and costs can be gathered

Comments on Prior, Present and Potential Agenda Items by Board Members:

The next meeting will be held April 13, 2022, at 4:00 p.m.

Adjourn:

Moved by Mark Uecker, seconded by Alderman Feirer to adjourn. Motion carried.

Time: 5:00 p.m.