

Ted & Grace Bachhuber Memorial Library Board Meeting
Ted & Grace Bachhuber Memorial Library Conference Room
December 14, 2023

1. **Meeting called to order @ 6:03 pm** by Board President Grant Larson. Present; Director Jennifer Stasinopoulos, President Grant Larson, School Representatives: Carrie Mathison, Marian Pilling, Secretary Moriah Hurst, Geri Feucht. Excused: Alderperson Mike Schmidt.
2. **Public Comment:** none
3. **Approval of minutes from previous meeting:** Mathison moved accept the minutes, Feucht seconded. Motion carried.
4. **City Budget Reports for November 2023:** Hurst moved to approve, Mathison seconded. Motion carried.
5. **Payment of the Bills for November 2023:** Feucht moved to table, Mathison seconded. Motion carried.
6. **Library Treasurer's Report for November 2023:** Hurst moved to approve, Feucht seconded. Motion carried.
7. **Library Director's Report for November 2023:** Mathison moved to approve, Hurst seconded. Motion carried.
8. **Library Statistics for November 2023:** 87 new cards issued in November, highest circulation in 4 years, study rooms and computer stations are full daily.
 - A. **Meetings and Activities:**
 1. Update on Monarch Library System/Directors Council:
 2. Update on Friends Group activities: none
 - B. **Building:** Minor fixes and adjustments are continuous. Cleaning company Top to Bottom has been doing an exemplary job keeping the building looking in top shape.
 - C. **Staff/Upcoming events:** 3 new hires starting in the next couple weeks. Weekly Story Time in the Children's library will be starting again, new programs will be developed and ongoing with new staff.
9. **Unfinished Business:**
 - A. Update on new Library project: Elevator passed inspection and is fully operational.
 1. Purchasing additional items for library: Bulletin Board will be ordered to match other existing boards. Children's library feature will be purchased from the Board budget, not using any building funds.
 - B. Website developer and Branding: Mathison moved to table, Feucht seconded. Motion carried.
 - C. Approval of Budget for 2024: Hurst moved to approve, Feucht seconded. Motion carried.
10. **New Business:**
 - A. Mathison moved to convene into Closed Session Pursuant to Section 19.85 (1) (c), Hurst seconded. Motion carried.
 - B. Feucht moved to return to Open meeting, Hurst seconded. Motion carried. Hurst moved to approve Circulation Clerk Position for up to 15 hours weekly. Mathison seconded. Motion carried.

- C. Changes to Mayville Savings Bank accounts: Hurst moved to close Mayville Public Library Memorial Fund account, consolidating the funds into the remaining MSB Money Market account, also changing the name of the accounts to reflect the new library name, Ted & Grace Bachhuber Memorial Library, with signors Grant Larson as President and Jennifer Stasinopoulos as Director. Mathison seconded. Motion carried.
- D. Circulation Policy: Teen card- age 12-18, Mathison moved to table, Feucht seconded. Motion carried.
- E. Library Page job description: Hurst moved to table, Mathison seconded. Motion carried.
- F. Placard for the Time Capsule: Mathison moved to table, Feucht seconded. Motion carried.

11. Adjournment: Mathison moved to adjourn the meeting, Hurst seconded. Motion carried. Next meeting January 11, 2024 @ 6pm

Respectfully submitted by Secretary Moriah Hurst