Greenwood Area Library Board Meeting Minutes

January 12th, 2023 at 8 a.m. Greenwood Area Library

1. Call Meeting to Order-Meeting called to Order at 8:02am by Cheri Lenz. Members present Cheri Lenz, Amber Brill, Sylvia Weaver, Barb Ashbeck. Kayla arrived at 8:04am.
2. Action Item: Approval of minutes for November 17th, 2023-Motion to approve by Barb, Sylvia seconded. Unanimously approved. Motion Carried.
3. Action Item: Approval of minutes from special meeting from 01.10.23.-Discussed that Kayla would reach out to Engineers via request from Joe Green regarding if it is necessary to hire an engineer with current floorplan. Motion to approve made by Kayla with correction to #3: Action Item-Barb Opposed. Sylvia seconded. Unanimously approved. Motion Carried.
4. Director’s Report:

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| **Circulation** | Nov=1847/+208 LY |  |
|  | Dec=1402/-244 LY | YTD 2022=19572/LY+1119 |
| **E Circ** | Nov=305/-54 LY |  |
|  | Dec=449/+133 LY | YTD 2022=5044/+882LY |

Savings balance before January payroll

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| --- | --- |
| **Forward Financial Account Balances** | **State of WI Account Balances** |
| Savings **$5,446.94** as of 1/4 | Memorial Fund **$4,915.26** as of 1/9 |
| CD **$13,071.67** as of 1/4 |  |
| Lib Exp **$29,401.15** as of 1/4 |  |

Financials

Action Item: November and December Expenses, Account Balances, MTD income/expenses, checks approval-Motion to approve November and December Expenses made by Kayla, seconded by Barb. Unanimously approved. Motion Carried.

1. Trustee Essentials

TE-8 discuss-Discussion on how to create a Library Budget.

1. Library Business

Programs for February & March-Amber went over February and March programs.

Logo-feedback or suggestions-Amber will make a few alterations on one and we will look at it again for next meeting.

Action Item: Approve new domain name/email addresses-www.greenwoodarealibrary.org?-Kayla made the motion to accept the new domain/email address. Sylvia seconded. Unanimously approved. Motion carried. Amber will verify with WVLS and get it placed in motion.

1. Set next Meeting date & time-Annual Meeting (before feb 21st) Next Meeting February 9th 8am.
2. Action Item: Adjourn-Motion to adjourn made by Cheri and seconded by Barb. Unanimously approved. Meeting Adjourned at 9:05am.