

ALBANY JOINT LIBRARY BOARD MINUTES
Tuesday, January 7, 2025

The regular meeting of the Albany Joint Library Board was called to order at 6:29 PM on Tuesday, January 7, 2025 by President Roxie Kolasch. Board members present: Dave Bristow, Felicia Caldwell, Angie Janes, Roxie Kolasch, and Scott Roth. Also present was Library Director Melissa Everson. Missing: Kim Klein, Sue Dunphy.

Proof of posting was verified.

Motion to accept the minutes of the December 3, 2024 board meeting made by Dave, second by Angie, and carried with none opposed.

Bills were reviewed. Of note, two bills from Ricoh for copies and lease payment, DRL Cleaning bill is for five weeks, village billing of \$972 for insurance, Today's Classroom at \$1,66.67 for new shelves which is the shared resources portion. Motion to approve the bills made by Scott, second by Felicia, and carried with none opposed.

Treasurer's report was reviewed. Of note, the Donations account balance should be \$15,227.75 and Melissa will review. Motion to approve the Treasurer's report, with corrected Donations account balance, was made by Angie, second by Dave, and carried with none opposed.

Director's report was reviewed by Melissa. Of note, budget summary for 2024 reviewed, we are right on budget, picture book shelving changeout expected mid to late February, received Albany Thrift Store donation of \$1,000, Melissa reviewing library name/logo proper usage.

Old Business -

- The library strategic plan for 2025-2027 final draft was reviewed. Motion to approve the strategic plan was made by Angie, second by Felicia, and carried with none opposed.
- Ricoh contract expires in 2030 and the printer lease expires 5/31. Melissa is pursuing quotes from alternative copier contractors.

New Business -

- None noted

Closed Session -

Motion to adjourn to closed session per Wisconsin Statute 19.85(1)(c) to discuss the Library Director's review was made by Dave, second by Angie. Roll call vote to approve the motion: Dave Bristow, Felicia Caldwell, Angie Janes, Roxie Kolasch, Scott Roth. Adjourned to closed session at 7:08 PM.

Returned to open session at 7:21 PM.

Actions from Closed Session -

- Copy of Director's evaluation was presented to Melissa for her review, and final signatures expected at our February meeting.
- Donations account currently tracked in Quicken will be transferred to Google Sheets by Melissa, and she will monitor all donations account activities closely moving forward. The board will provide any assistance it can with this work.

Upcoming Board Meetings -

Tuesday, 2/4

Tuesday, 3/4

Adjournment -

Motion to adjourn was made by Angie, second by Dave, and carried with none opposed.
Meeting was adjourned at 7:30 PM.

Respectfully submitted by
Scott Roth, Secretary
Albany Joint Library Board
Albertson Memorial Library