

## Minutes

September 17, 2019

Village of Big Bend Library Board

W230 S9185 Nevins Street

Big Bend, WI 53103

Meeting called to order at 6:35 PM

Present:, Deanna Quirk, Cathy Bronk, Joan Lake, Bobbi Woppert, Linda Soneberg, and Tekla Finland

Absent: Jeff Goodman

Also Present: Karla Lang

Linda started the meeting in Tekla's absence

### Approval of July 16, 2019 minutes:

Motion made by Deanna, seconded by Joan to approve the minutes. Motion carried.

### Payment of Invoices

--Motion made by Cathy seconded by Deanna to pay the invoices in the amount of \$4,237.11. Motion carried.

Tekla arrived at 6:50 and took over the meeting.

### Approval of Financial Reports.

--Motion made by Deanna seconded by Joan to approve the financial reports. Motion carried.

### Directors Report

- Summer programs ended with National Night Out and the children's picnic.
- The vandalism to the library has been repaired.
- The new table has been installed.
- The library may be eligible for a free 2D scanner to scan library cards kept on phones

Library vandalism-discussion. The vandalism has all been repaired and the library is back the way it should be. The bookshelves had been put up wrong and had to be taken down and put up correctly. That took a long time. The cost will be covered half by the insurance company and half by the company that was doing the work. Ellen Cole is also donating the materials for coating the upper portions of the windows as well as the labor to install it. This coating is light defusing and is used in the place of shades.

Museum Digitalization Project. In June Mary Jean Stein had come to the Library Board to discuss placing all the historical binders in a data base. We will be able to use the necessary equipment for free for about 6 months to accomplish this task. Once the information is in the data base it will be accessible to all schools and libraries in the State. No action was taken at this time.

Page 2

Library Board minutes for September 17, 2019

Former Library Directors portrait. This is in the works. No action was taken at this time.

#### 2020 Budget

There were only a few changes and several lines were eliminated.

--Motion made by Cathy seconded by Deanna to approve the proposed 2020 budget in the amount of \$75,508. Motion carried.

Library Accounts. Karla found out that Jeff needs to mail a signed authorization replacing himself with Linda on the account. Then Warren has to mail an authorization making Linda the signer on the account. She also found out we need a motion authorizing the Village Clerk/Treasurer to have the ability to carry out the Library Boards wishes regarding the Library's LGIP accounts.

--Motion made by Cathy seconded by Deanna to have the Village Clerk/Treasurer implement any financial decisions made the Library Board regarding the Library LGIP accounts. Motion carried.

There was also a discussion of transferring the money from the Citizens Bank account to the LGIP account.

--Motion made by Deanna seconded by Linda to transfer from the Citizen's Bank Library account, \$1,485 to go into the LGIP Library Endowment Fund, and \$14,095.61 plus interest to the LGIP General Library Restricted account. This will close the Citizen's Bank Library account. Motion carried.

#### Adjournment

--Motion made by Deanna and seconded by Linda to adjourn. Motion carried

Meeting adjourned at 8:30 PM

Respectfully submitted by Bobbi Woppert