

Marshall Community Library Board Meeting December 17, 2018

Meeting called to order at 5:02 by President Braithwaite. Present - Braithwaite, Freidel, Riley, Wollner, Gibbons, Hayden-Gardenier, Director Armstrong. Absent - Clayton.

Motion by Gibbons, second by Riley to approve previous month's minutes. Motion carried.

No financial report

Motion by Braithwaite, second by Wollner for approval of bills. Motion carried.

Director's Report

1. Program report - Book Club, STEM Challenge III, Coding Robots were all well attended. Friends of the Library Bake Sale was very successful.
2. Upcoming programs include Harry Potter Potion Ornaments, Birds of Prey with Hoo's Woods scheduled for the week off of school, and Keto Cook and Share in January.
3. Director Armstrong has completed her last certification class and will now be able to obtain her permanent Grade II WI Public Library Director Certification.
4. Director and former director will look at tables for Community Room at Emmons Business Interiors.
5. Staff in-service on Friday, December 21 to include training and organizing at the library.
6. Library will be closed on December 24 and 25; closing at 1:00pm on December 31, and closed on January 1, 2019.
7. Village Board will hold economic development meetings in community room on January 15 and 22.
8. Reimbursement received for STEM grant. Misc expense line is currently at 51%.
9. First payment for library sign repair received.
10. Annual reviews for employees have been completed and 2019 wages and leave increments have been submitted to Village.
11. New hire has been with library staff for two weeks. Training going well.
12. Second new hire offer was turned down. This position will be reposted in January.
13. Library Board meeting minutes are now passed on Marshall Community Library website

under "Library Board info". For the next few months, minutes of meetings will also be sent to board members by email or US mail.

14. Bibliovations upgrade now officially postponed until fall of 2019.

Agenda Item1 - Discussion was held regarding the possible purchase of community room tables. Ideas were shared regarding the need for new tables, how many tables, the best size, storage options, and ways to fund this purchase. Motion by Freidel, second by Gibbons allow purchase of tables for the community room. Motion carried.

Motion to adjourn at 5:33 by Wollner, second by Freidel. Motion carried.

Minutes submitted by Mary Riley, Secretary