

Library Board Meeting Minutes
Thursday January 26, 2023 at 7 AM
Library Meeting Room
105 Perimeter Rd.
Mount Horeb, WI 53572

The meeting was called to order at 7:07 AM

Present: Bullette, Craft, Leary, Maguire (via zoom), Ott, Salerno and Director Gretzinger

Absent: White

Motion to approve minutes from December 15, 2022 was made

Motion was seconded

Result of Vote – all in favor

Treasurer’s Report:

- Approval of library bills all bills up to date
- Endowment Fund update: \$1,000 contribution was made to Endowment; Endowment 2022 year-end \$207,163, down 12.25% from 1/1/2022; 1/25/2023 balance is \$216,347

Director’s Report see attached report

- Annual Report updates
- Spring programming updates
- Orientation updates

Review and Discuss

- Proposed Library Closure Saturday, December 23rd, already closed on the 22d
- Library Employee Guidelines edits – discussion of hourly vs salary for work at home/ emergency closures and Fair Labor Standards Act, no action taken
- Survey results / next steps strategic planning, publicize findings/desires in MH Mail and on web site
- Joint meeting with Village Board

Policies

- Collection Management Policy
- Code of Conduct Policy
- Circulation Policy
- Meeting Room Policy
- Computer, Electronic Device, and Internet Use Policy

Motions

Motion to approve closing the library Saturday, December 23, 2023 was made

Motion was seconded

Result of Vote-all in favor

Motion to approve Collection Management Policy with reconsideration period to follow SCLS recommendations

Motion was seconded
Result of Vote- all in favor

Motion to approve Code of Conduct Policy with change to “shall not utter” in Section III. E from “avoid uttering” and maintaining old language under Section IV C.

Motion was seconded
Result of Vote-all in favor

Motion to approve Circulation Policy with change to under “age 18” from “age 19” and adding “, not another Library” after “owned by MTH (Mount Horeb, Public Library”.

Motion was seconded
Result of Vote- all in favor

Motion to approve Meeting Room Policy as presented

Motion was seconded
Result of Vote – all in favor

Motion to approve Computer, Electronic Device and Internet Use Policy as revised

Motion was seconded
Result of Vote-all in favor

Future Agenda Items

- Presentation of the 2022 Library Annual Report
Joint Meeting with Village Board
Strategic Planning

Next meeting Feb 16, 2023 at 7 am

Meeting Adjourned at 8:30