

Calhoun Memorial Library Board Meeting Minutes
Jan. 10, 2023

Minutes of the Calhoun Memorial Library Board of Director's Meeting: Jan. 10, 2023

The board meeting was called to order at 9 a.m. on Jan. 10, 2023, by President Jean Wacker at the Calhoun Memorial Library.

Members present: Louise Brown, Kathy Hayes, Nancy Nix, Jeff Martin, Jean Wacker, and Rachel Westberg. Missing was Evie Nelson. Also present was director Emily Resendiz and Friends of the Library President Barb Ryan.

The agenda was approved by motion of Jeff Martin, seconded by Rachel Westberg. Motion carried.

There were no in-person public comments.

Minutes of the December 2022 board meeting were presented to board members in printed form. Motion was made Nancy Nix, seconded by Jeff Martin, to accept the minutes as printed. Motion carried.

Treasurer Kathy Hayes presented the final expenditures, year to date budget, Act 150 and checking account report for December. Motion made by Rachel Westberg, seconded by Louise Brown, to approve December treasurer reports. Motion carried.

Library Director Emily Resendiz presented petty cash, statistics, and activities in her director's reports. Barb Ryan was on hand to report on the Friends of the Library.

Rachel Westberg, school representative, reported on Chetek-Weyerhaeuser school activities.

Jeff Martin reported on city council happenings

The board received an update on the door, counter and shelving projects. Orders for most of the materials have been placed and projects are expected to begin this month and should conclude before the spring.

Resendiz also presented the updates to employee vacation and sick time in an effort to closer streamline the process with the city's handbook and guidelines. This was approved at the December board meeting, but was put into writing and signed by board members for city hall's records.

Resendiz presented proposed changes to the library board policies for the board's review, with additions and suggestions from IFLIS. These changes will be sent to board members and addressed at the February 2023 meeting. The board also discussed getting these policies online once completed.

Items for the February meeting include addressing the requested library policy and procedure updates and updates on the door, cabinet, and counter top projects.

Motion to adjourn by Kathy Hayes, seconded by Nancy Nix. Motion carried; meeting adjourned.

Respectfully Submitted,

