

Calhoun Memorial Library Board Meeting Minutes
Nov. 1, 2022

Minutes of the Calhoun Memorial Library Board of Director's Meeting: Nov. 1, 2022

The board meeting was called to order at 9 a.m. on Nov. 1, 2022, by President Jean Wacker at the Calhoun Memorial Library.

Members present: Louise Brown, Jeff Martin, Jean Wacker, and Rachel Westberg. Missing were Nancy Nix, Evie Nelson and Kathy Hayes. Also present was director Emily Resendiz.

The agenda was approved by motion of Jeff Martin, seconded by Louise Brown. Motion carried.

There were no in-person public comments.

Minutes of the October board meeting were presented to board members in printed form. Motion was made Jeff Martin, seconded by Louise Brown, to accept the minutes as printed. Motion carried.

Treasurer Kathy Hayes was not present, but president Jean Wacker presented the final expenditures, year to date budget, Act 150 and checking account report for October. Motion made by Louise Brown, seconded by Rachel Westberg, to approve October treasurer reports. Motion carried.

Library Director Emily Resendiz presented petty cash, statistics, Friends of the Library updates, and activities in her director's reports.

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

Jeff Martin reported on city council happenings

Resendiz set forth a request to the board to open a "petty cash" checking account to limit the amount of cash being cared for in the building. Doing so would streamline her ability to deposit petty cash and purchase items using that same account. Jeff Martin moved to agree to have Resendiz open a second library checking account for petty cash purposes. The motion was seconded by Louise Brown. Motion carried.

Resendiz gave the board an update on building projects regarding the entry door and countertops. It was agreed to let Resendiz move forward with making the projects happen.

Items for the December meeting include an update the Act 150 Budget process, discussion on a calendar for board meeting and closed dates, and holiday gifts for the staff.

Motion to adjourn by Jeff Martin, seconded by Rachel Westberg. Motion carried; meeting adjourned.

Respectfully Submitted,

