

Black Earth Library Board Minutes 04/16/2024
Meeting ID: 810 9341 0892
Passcode: 346983

1. Call to order
 - Schuetz called the meeting to order at 7:02 pm
2. Roll call of members
 - Schuetz, Colby, Helmenstine present with Bailey Anderson and Shawn Brommer, South Central Library System Consultant, and Cathy Wittenwyler.
 - Morrow absent.
3. Proof of posting
 - Schuetz read the proof of posting
4. Adoption/amendment of agenda
 - Helmenstine motioned to approve
 - Colby seconded the motion
 - Motion passed
5. Public Comment
 - None
6. Presentation by Shawn Brommer (SCLS) on strategic planning board survey results
 - Updating the Library's Strategic Plan which was last done 5 years ago. Results of Library Board survey was discussed and suggestions for new survey were provided.
 - No action needed
7. Reading and approval of minutes
 - Reading of 03/19/2024 minutes
 - Helmenstine motioned to approve
 - Colby seconded the motion
 - Motion passed
8. Friends of the Library update
 - Membership drive in May. Elections of officers will take place on May with the introduction of 3 new Board members.
9. Village Update
 - Anderson attended Village Board meeting in April. No Library related news or updates were discussed.
 - No action needed
10. Treasurer's Report (Schuetz)
 - Donation noted on spreadsheet. No other news to report.
 - Helmenstine motioned to approve
 - Schuetz seconded the motion
 - Motion passed

11. Action on bills
 - Schuetz motioned to approve
 - Helmenstine seconded the motion
 - Motion passed
12. Discussion/Action on FEH Design mixed use facility sketches
 - Anderson shared the sketches from FEH. FEH is approaching developers for possibility of a mixed-use building project on behalf of the library.
 - No action needed
13. Discussion/Action on social media policy and teen Instagram procedure
 - Anderson presented the teen Instagram procedures which will be overseen by Youth Services librarian, Kirsten and herself. Suggestions were discussed and changes were made in Sections I and III of Social Media Policy.
 - Schuetz motioned to approve the policy
 - Helmenstine seconded the motion
 - Motion passed
14. Director's Report (Anderson)
 - Highlights of report: National Library Week was a success. Eclipse Viewing Party was very well attended with over 400 sets of glasses given out and over people at 2 sites viewing the eclipse. Program was in partnership with WH School District. Staff Development Day is scheduled for 09/06/2024. Earth Day program planned. Hired 2 people for part-time Library Assistant position.
 - Schuetz motioned to approve the report
 - Helmenstine seconded the motion
 - Motion passed
15. Future Agenda
 - None
16. Next meeting
 - 05/21/2024
17. Adjournment
 - Helmenstine motioned for meeting to adjourn
 - Schuetz seconded the motion
 - Meeting adjourned at 9:15pm