

# **Lester Public Library of Arpin Meeting Minutes**

8091 County Road E, Arpin, WI 54410 January 11th, 2021 at 7 p.m.

In compliance with COVID-19 guidelines, meetings will be held at the Arpin Safety Building until further notice.

Called to Order by President Jill Richardson at 7:00 p.m.

Present: Jill Richardson, Lesley Bauer, Shirley Dupee, Steve Van Wyhe, Annette Pyke, Melissa Hardinger

Absent:

Additional Attendees: Director Stacy Kunding

## **Approve December 2020 minutes**

Move to accept December minutes as presented.

Motion made by Lesley Bauer, Seconded by Melissa Hardinger, Motion passed.

## **Approve December 2020 expenses**

Move to accept December expenses as presented.

Motion made Jill Richardson, Seconded by Melissa Hardinger, Motion passed.

## **Approve December 2020 payroll**

Move to accept December payroll as presented.

Motion made by Jill Richardson, Seconded by Annette Pyke, Motion passed.

## **Library Director Report:**

- Electrical work quote: quote for locking thermostat, replacing light switch with cover, and two options for outlets by copy machine
- Library painting update: walls are being done week by week, new logo will be added in children's area, plans for a new clock; board census for reimbursement of Stacy and Monica for time painting
- Brochure and logo are being finalized
- Winter programming: Winter Family Reading Challenge will run until May 31, Roll and Read Adult Reading Challenge will run until Dec 31, winner of 2020 Adult Reading Challenge won a gift card
- Online learning update: Gale Bundle, will have through Jan 2022, is a great resource for patrons to us
- Community donations: patrons are glad we are open and keeping things going, several donations for Dec

## **Board Discussion:**

- 2021 materials allocations: \$4000 from the Lester's (to be used for materials), and an additional \$500 from the Lester's (no restrictions)
- Library Board President authorization to represent the board in signing the 2020 annual report: needs to be to SCLS by mid-February, Jill will look over and sign

## **Approve to authorize the Library Board President's signature on the 2020 annual report**

Move to accept the Library Board President's authorization to represent the Library Board in the signing of the 2020 annual report.

Motion made by Melissa Hardinger, Seconded by Steve Van Wyhe, Motion passed.

- Library Director Review: Stacy's review is due in March, individual board member appraisals to be completed for the February meeting
- Copy machine repair/color copier proposals:

**Approve purchase of new colored copier for \$2,067**

Move to accept the purchase of new colored copier (Konica Minolta C368) without staple finisher.  
Motion made by Jill Richardson, Seconded by Steve Van Wyhe, Motion passed.

**Approve accepting quote from Matthew's Electric**

Move to accept the quoted work by Matthew's Electric to install protective cover over thermostat, remove and cover light switch, and to install option #1 (surface mounted wire mold plug strip under desk for copy machine with surge suppressing receptacle).

Motion made by Jill Richardson, Seconded by Melissa Hardinger, Motion passed.

- Thank you to the Town of Arpin for the PPE materials, including masks, gloves, automated hand sanitizer dispensers, and cleaning supplies.

Motion to adjourn by Jill Richardson, Seconded by Melissa Hardinger at 7:41 p.m.

**Next meeting will be held Monday, February 8th at 7 p.m. Meetings are open to the public.**