

New Business:

- The SNB Water Board has been dissolved. The Town of New Berlin offices holds meetings the second Monday of each month at 6 PM.
- Unattended Children Policy was addressed. Magazines, bookmarks and pens have gone missing and were being sold outside the Library without Library permission. The policy should be posted on website and sent to cardholders.

Lynn made a motion to approve the Unattended Children Policy and have it in our records and Donna send cardholders a copy of it. Jayne seconded the motion. Judy will file it in the records.

- Painting shelves inside the Library was discussed. It was decided to wait until we finish the doors.
- Jayne made a motion that Donna get a debit card in her name for the SNB Library for library use. Wendy seconded the motion. All in favor, none opposed. Motion carried.
- Snow removal was discussed. The next meeting will discuss the hiring out of snow removal and who to hire based on estimates.

Budget overview 2016:

The second phone line (dedicated fax) was canceled;
Donna received \$3,500 from Four County. She is not sure what it is for but will check;
Would like to have Library open from 11 am – 7 pm, Monday through Friday. Donna would be working 3 full days, 24 hours per week.

Judy Off made a motion to have the Library hours January 1, 2016 will be 11 am to 7 pm Monday through Friday and 2016 projected payroll expenses (attached) be accepted. Jayne seconded the motion. All in favor, none opposed. Ann Mein approved by absentee vote.

Lynn made a motion to hire a per diem staff member, Emily Canney, and continuing until further notice. Wendy seconded the motion. All in favor, none opposed. Motion carried.

The Library is asking for a \$7,825 increase from taxpayers to cover staffing, liability and extra expenses as needed.

Lynn made a motion to approve the 2016 budget as proposed. Jayne seconded it. All in favor, none opposed. Motion carried.

The meeting was adjourned at 8:35 pm.

Respectfully submitted,



Judy Off, Acting Secretary