

South New Berlin Free Library
End of the Year Meeting
December 5th, 2024

Board Members Present: Kathie Burnside, Laura Riddle, Carrie Lewis, Samanth Kemnah, and Robert Decker

Absent: Gary Smith

Staff Present: Robin Avolio-Director

Public Present: None

The meeting was called to order at 5:30 by Kathie Burnside, President.

The agenda was reviewed and adopted on a motion made by Laura, second by Carrie, and passed.

There were no public comments made.

The minutes from November 1st, 2024 were reviewed. Motion to approve made by Sam, second by Bob, and passed.

The Financial Report was reviewed.

Robin presented the bills. They included \$300 for lawn mowing charges for the year and \$17,000 for Bob Loitsch, for electrical work completed. Motion to approve the lawn mowing charges made by Laura, second by Bob, and passed. The electrical bill was approved by written consent by all board members.

Robin presented her director's update. The Four County will now have a trustee email list. With the Annual report we can compare statistics between libraries. Two of the computers will be updated to Windows 11. The library has also been using and has since invested in its own air purifier. The skunk smell is now gone!

In old business library policies have continued to be updated. The unattended children policy has been updated. Motion to approve the revision of the unattended children policy was made by Bob, second by Laura, and passed. The library website is currently being updated to make it more user friendly.

There was no new business.

A reminder to all the Trustees that two hours of Continuing Education must be completed in the New Year along with the Sexual Harassment training.

The next meeting will be January 14th at 5:30 to elect new Trustees. The following meeting will be January 21st at 5:30 for the Audit and quarterly meeting.

Meeting adjourned at 6:25 pm

Carrie Lewis, Secretary