

South New Berlin Free Library
Budget Meeting
November 18th, 2025

Board Members Present: Kathie Burnside, Robert Decker, Scott Stensland, Carrie Lewis, and Gary Smith
Absent: Samantha Kemnah and Laura Riddle
Others Present: Paul Rowe, Accountant and Robin Avolio, Director
Public Present: None

The meeting was called to order at 5:35 pm by Kathie Burnside, President.

An executive session was added to the agenda. Agenda was then adopted on a motion made by Scott, second by Carrie, and passed.

There were no public comments made.

The minutes from October 21st, 2025 were reviewed. Minutes were approved on a motion made by Gary, second by Scott, and passed.

The financial report was reviewed.

Budget was discussed, balanced and a motion to accept the budget as balanced was made by Bob, second by Carrie, and passed.

There were no bills to discuss.

The following policies were presented by the policy committee: Records Request Policy, Trustee Education Policy, Trustee Candidate Election Policy, Confidentiality of Library Records Policy, and Internet/Computer/ Wi-fi Policy. A motion to accept policies with discussed modifications was made by Scott, second by Gary, and passed.

A reminder to all trustees that continuing education and anti-harassment training must be completed by the end of the year.

Conflict of Interest forms were signed by all present board members.

Under old business, the gutters were unclogged and straightened out. They will need to be completely replaced in the spring.

An Executive session was opened at 6:55 pm and closed at 7 pm.

The date of the next meeting will be January 13th at 5:30. This meeting will include the annual meeting, the audit, and election of officers.

The meeting was adjourned at 7:04 by Kathie.

Carrie Lewis, Secretary