

South New Berlin Free Library
Quarterly Meeting
April 15th, 2025

Board Members Present: Kathie Burnside, Laura Riddle, Carrie Lewis, Gary Smith, and Samantha Kemnah

Absent: Scott Stensland, Robert Decker

Staff Present: Robin Avolio, Director

Public Present: None

The meeting was called to order at 5:46 by Kathie Burnside, President.

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

There were no public comments made.

The minutes from the March 21st, 2025 meeting were reviewed. Minutes were approved on a motion made by Sam, second by Laura, and passed.

Library Director, Robin Avolio presented the directors report. There will be a new 4-County Library System Automation Contract, this is recalculated each year and the information dispersed so that it can be included in the budget. The Library has received a \$600 Grant from Stewarts to go towards the Summer Reading Program. One of the events this summer during the Summer Reading Program will be a family style, musical program called "Tromp through the Swamp". The money from the Grant will also provide supplies for crafts and programming through the summer. The Summer Nutrition Program is still TBD. Robin also presented the first quarter report for purchases and petty cash. Motion to approve purchases made by Laura, second by Gary, and passed.

Robin discussed the cost of the ceiling fan. Also discussed that the printer she took home didn't work, with multiple fixes attempted. The library is going to reimburse her for the cost of the ceiling fan and the cost of the ink used to try to get the printer to work. A motion was made by Sam, second by Gary, and passed to reimburse Robin for the cost of the ceiling fan and the ink.

Construction update: The flooring is not currently in (since the meeting the flooring has been placed). Stage 1 needs to be done by June 1st. Robin had found blue blinds that would be a perfect match for the room. She was going to get a quote and bring that number to the next meeting.

Under old business the credit card was addressed again. A motion to get the credit card with a \$500 limit, to be paid in full each month was made by Carrie, second by Sam, and passed. Discussed was the need for more camera coverage. When the construction project/landscaping is complete this issue will be readdressed.

Under new business, a reminder that Trustee Continuing Education needs to be done before the end of the year. We will continue to update policies that need updating. Eat Your Way Through

the Alphabet will be in May. Laura Riddle stepped down from Vice President, due to time commitments, but will continue to serve on the board. Board accepts. Samantha Kennah was elected to Vice President by unanimous vote. A motion was made that Samantha Kennah will be added on as a signer at NBT Bank. Motion made by Carrie, second by Laura, and passed. Also discussed was the Grand Opening. The date is still TBD, but plans are starting to be thought about.

The next meeting is scheduled for July 15th, 2025.

Meeting adjourned at 7:48.

Carrie Lewis
Secretary