

Tri-Township Public Library
Board of Trustees Meeting
Regular Meeting
March 1, 2022

Call to Order: The meeting was called to order by President Ashcraft at 7:00 p.m.

Roll Call:

Board - Present: Erschen, Espindola, Juehne, Lindsay, and Ashcraft. Absent: Akridge and Scheller

Public – Present: David Cassens, Director for the Tri-Township Public Library

Input to the Agenda -

Board: None.

Public: None

Approval of Minutes:

1. Regular Meeting February 1, 2022 – Motion made by Erschen and seconded by Espindola to accept the minutes as presented.
Ayes: Erschen, Espindola, Juehne, Ashcraft Nays: None. Abstain: Lindsey Absent: Akridge and Scheller
2. Closed Meeting Minutes February 1, 2022 - Motion made by Espindola and seconded by Erschen to accept the minutes as presented. Ayes: Erschen, Espindola, Juehne, Ashcraft Nays: None. Abstain: Lindsey Absent: Akridge and Scheller

Treasurer's Report: We are financially sound and received payments in middle of February. We are on budget for the year and there is no need to move funds.

Communication:

1. Mask Mandate Community Comments and Update– Governor state mandate lifted so no masks are required within the library. Half of patrons are still wearing masks. Masks are required during AARP tax service and book sales. Additionally, as Tri-township library is a public body we must follow state mandates. Several emails regarding concerns for mask mandate and library policy were read and discussed.
2. Realtor and Property Update – Taake property is now available for touring. Library board members will schedule a tour of said property.

Director's Report:

1. Even though the Mask Mandate has been lifted AARP and the Friends of the Library still require masks for their services.
2. AARP has increased the number of appointments they will accept so we are in the process of fulfilling them.
3. Due to weather last week, the library was forced to close.
4. Our Moon Landing Exhibit has ended and was a success. Approximately 200 patrons viewed the exhibit.

5. Statistics reviewed.

Maintenance: Elevator inspection passed so no new repairs required.

Old Business:

1. Green Space – Both dedication plaques have been received and approved for installation onto new benches.
2. Property Acquisition – a walk-through of Taake property is now available for library board members. Discussed scheduling a tour.

New Business:

1. New Hire: After review of 8 applicants, Mary Austin was hired for a clerk and catalog position.
2. Auditor Fee: A \$6,500 fee for completion of audit by C.J. Schlosser LLC was presented. Erschen made a motion to approve the payout of \$6,500 to C.J. Schlosser LLC for audit completion and seconded by Lindsay. Ayes: Erschen, Espindola, Juehne, Lindsay, Ashcraft Nays: None. Absent: Akridge and Scheller.
3. Volunteer Banquet: April 18th-24th is volunteer week. A tentative date for April 21st was proposed for the volunteer banquet. Tri-township library staff plan to oversee organizing the banquet this year.
4. Budget Committee: Director, Assistant Director and Treasurer are to sit on budget committee meeting. Viewing of budget made in June to be passed in July,

Closed Meeting: Motion made by Juehne and second by Lindsay to go into closed session. Closed Session meeting at 7:43 pm..

Motion to go out of closed session made by Erschen and seconded by Lindsay. Ayes: carried by acclamation. Open session began at 7:49 pm.

Motion made by Erschen and seconded by Lindsay to accept starting salary of \$14/hour for new hire Mary Austin. Ayes: carried by acclamation.

Motion made to end the meeting made by Erschen and seconded by Lindsay Ayes: Erschen, Espindola, Juehne, Lindsay and Ashcraft. Nays: None. Absent: Akridge and Scheller.

Meeting adjourned at 7:52 p.m.