

Lester Public Library of Arpin Meeting Minutes

8091 County Road E, Arpin, WI 54410 June 15th, 2021 at 7 p.m.

In compliance with COVID-19 guidelines, meetings will be held at the Arpin Safety Building until further notice.

Called to Order by President Jill Richardson at 7:00 p.m.

Present: Jill Richardson, Steve Van Wyhe, Annette Pyke, Melissa Hardinger

Absent:

Additional Attendees: Town Treasurer Karmen Bouma, Director Stacy Kunding

Approve May 2021 minutes

Move to accept May minutes as presented.

Motion made by Jill Richardson, Seconded by Melissa Hardinger, Motion passed.

Approve May 2021 expenses

Move to accept May expenses as presented.

Motion made Jill Richardson, Seconded by Melissa Hardinger, Motion passed.

Approve May 2021 payroll

Move to accept May payroll as presented.

Motion made by Jill Richardson, Seconded by Melissa Hardinger, Motion passed.

Library Director Report:

- Interviews are currently being held with applicants for the vacant position of Library Assistant
- Dropbox has been installed
- Proposed Library Assistant Job Description is updated
- Foyer heater is installed, outdoor lighting repaired, mailbox has been damaged and will need to be repaired - not sure of the cost yet
- Summer program going very well
- Cleaning up the entrance with plans to paint

Board Discussion:

- Addition of Personnel Policy
- Decision was made starting with the July meeting to hold them at the library again

Discuss/Approve the addition of a Personnel Policy

Move to accept the addition of the Personnel Policy as presented

Jill Richardson Seconded by Steve VanWhye, motion passed.

Motion to adjourn by Jill Richardson, Seconded by Melissa Hardinger at 7:15 p.m.

Next meeting will be held Monday, July 12th at 7 p.m. at the Library. Meetings are open to the public.