

MINUTES

August 8, 2023

The Black Creek Village Library Board will meet on August 8, 2023 at 6:00 p.m. at the Black Creek Community Center/Library, which is located 507 South Maple Street.

Trustees: Susan Anschutz, Carey Pederson, Andy Gleason, Kiley Van De Hey

Absent: Sandy Heiden

Library Director: Rachel Hitt

Guests: Lori Amerson

The agenda is as follows:

1. Welcome and attendance
2. Approval of minutes
Kiley made a motion to approve the minutes. Andy seconded the motion. Motion carried unanimously.
3. Approval of bills and payroll
Sandy made a motion to approve bills and payroll. Kiley seconded the motion. Motion carried unanimously.
4. Public Comment
5. Correspondence – Thank you letter from CAP Services
6. Director's Report
7. Friends of the Library- Lori brought in the rentable bags for carrying books. They are heavy duty and look great!
The friends participated in the snack shack at Lake Park. They will try again next year.
Book sale is October 19 -21st.

Unfinished Business

New Business

8. 2024 Budget
 - i. Timeline
 - ii. Wage/salary increases
 - iii. Estimated County funding
 - iv. Proposed special projects & estimates
 - v. Staffing
 - vi. Proposed funding request for Village
9. Personnel - Substitute Library Clerk position
10. 2023 Library Director Goals Update
11. Library Director Performance Review & Survey
Date and time of performance review: Usually done in September.
12. Access Policy – Review
13. Outstanding bills on dormant accounts – Procedure
The library board agrees with the guidelines as proposed for removing bills from library cards that meet these criteria:
 - Total Black Creek bills under \$50

- No Collection fees
- Bills are at least 7 years old
- Account has been dormant for 7 years

For juvenile cards with total bills over \$50 that are now eligible for an adult card, the director is granted additional discretion.

14. Trustee Training – TE 22

All items on the agenda were completed, so the meeting adjourned at 7:02 PM

Next meeting: September 5, 2023 at 6:00 PM