

Black Creek Village Library

Board of Trustees

507 S. Maple St.
Black Creek, WI 54106
(920) 984-3094

Minutes

January 2, 2024

The Black Creek Village Library Board met on January 2, 2024 at 6:00 p.m. at the Black Creek Community Center/Library, which is located 507 South Maple Street.

The agenda was as follows:

1. Welcome and attendance: Sandy Heiden, Susan Anschutz, Carey Pederson, Andy Gleason
Absent – Kiley Van de Hey
2. Approval of minutes

Susan made a motion to approve the minutes for the December 5 meeting. Andy seconded the motion. Motion carried

3. Approval of bills and payroll

Sandy made a motion to approve the bills and payroll. Susan seconded the motion. Motion carried.

4. Public Comment – None

5. Correspondence
Donation of \$1,000 from the Friends of the Black Creek Village Library – to be used for programing.
Thank you note from Tammy Thomas

6. Director's Report

7. Friends of the Library

Unfinished Business

8. Employee Handbook 7.8 – revise and update

Andy made a motion to approve section 7.8 of the employee handbook as presented. Sandy seconded the motion. Motion carried.

New Business

9. Election of Officers

Nominations for President: Andy nominated Sandy. Susan seconded the nomination. There were no other nominations, so Sandy became President by acclamation.

Nominations for Vice-President: Sandy nominated Kiley. Susan seconded the nomination. There were no other nominations, so Kiley became Vice-President by acclamation.

Nominations for Secretary: Sandy nominated Carey. Andy seconded the nomination. There were no other nominations, so Carey became Secretary by acclamation.

- 10. 2023 Budget Update
- 11. 2024 Budget
- 12. Substitute Library Clerk posting and position description

Carey made a motion to updated and approve the substitute library clerk posting as position description as presented. Sandy seconded the motion. Motion carried.

- 13. Library Services Clerk and Youth Programming Specialist WRS benefit
- 14. 2024 Library Program Offerings
- 15. Library Director Goals 2023 Update
- 16. Library Director Goals 2024
- 17. Repurposing or disposal of materials spinner
- 18. Patron Privacy Policy – Review and Update
The policy was reviewed without any updates.
- 19. Trustee Training – TE 27

All items on the agenda were completed, so the meeting adjourned at 7:00 pm.

Minutes submitted by Carey Pederson

Mission Statement

The Black Creek Village Library will provide free and equal access to all users to meet their informational, cultural and recreational needs. The Library will strive to create a community of lifelong learners by promoting literacy, supporting recreational needs and developing dynamic programming.

Vision Statement

Our vision is to be the community source for literacy, technology, recreation and information in a welcoming and accessible environment.