

**Library Board Minutes  
GREENDALE PUBLIC LIBRARY  
Wednesday, January 20, 2021**

President Dombrowski called the Regular meeting of the Greendale Public Library Board of Trustees to order at 5:30 PM.

Trustees Present: Amidzich, Dombrowski, Huberty, Jensen, Sell, Unger  
Excused: none  
Also Present: Van Klooster- Library Director; Jordan, Nieth, Schumacher-Library Staff

Library Director Van Klooster stated that the Agenda for this meeting had been published in compliance with the Open Meetings Law.

**PUBLIC COMMENTS (1)**

NONE

**APPROVAL OF THE MINUTES**

Trustee Amidzich moved, Trustee Sell seconded approval of the December 2 and December 16 meeting minutes.

Ayes: All

Noes: None

Motion : Carried

**APPROVAL OF FINANCIAL REPORTS**

Check Register: December 2020

Trustee Unger moved, Trustee Amidzich seconded approval of the December 2020 expenditures in the total amount of \$14,032.53

Huberty inquired if expenses indicated as 'COVID' were being reimbursed by an outside funding source. Van Klooster said the Federal CARES Act was billed for all COVID expenses. All have been repaid, reflected in 'Other Revenues'. Unger asked for details about an Amazon purchase of \$306.77 for 'Programming'. Van Klooster said he could follow up with details about the purchase but speculated it is for craft supplies and Dickens.

Ayes: All

Noes: None

Motion : Carried

**REVIEW OF FINANCIAL STATEMENTS**

- a) Revenues and Expenditures to Actual Comparison: December 2020
- b) Balance Sheet: **November 2020**

**UNFINISHED BUSINESS**

NONE

**NEW BUSINESS**

- a) Discussion of Director annual Project Plan and Action Plan

Van Klooster briefly reviewed the memo and provided an opportunity for feedback.

- b) Discussion and possible action on carryover vacation

Van Klooster noted the Village Personnel policy of staff requiring Village Manager approval to carry over unused vacation into the new year. The Village Manager said the Library Board should be responsible for this decision for Library Staff. Van Klooster said after additional consideration he would not bring this topic forward to the Library Board this year.

- c) Discussion and possible action on revised Materials Selection and Self Published Authors policy

Van Klooster explained the addition of a section called *Complaint/Request for Reconsideration*. Unger and Amidzich pointed out several grammar, format and procedural inconsistencies in the

policy. Van Klooster was directed to postpone this item to a future meeting when a revised policy can be provided.

**INFORMATIONAL AND DISCUSSION ITEMS**

- a) Director's Report: Van Klooster noted the slightly revised format that is now being provided to Village Board of Trustees on a monthly basis.
- b) Library Staff Report: Van Klooster highlighted the Teen Librarian's involvement in MCTBA and Jenifer's 15 year anniversary
- c) President's Report: no report
- d) Friends/Foundation Report: Unger mentioned the membership drive and promotion, and a possible book sale during the Village 2/13 Valentine's day shopping event.

**CORRESPONDENCE**

NONE

**PUBLIC COMMENTS (2)**

NONE

**ADJOURNMENT**

The meeting adjourned at 6:00 PM.