



SCHREINER
MEMORIAL
LIBRARY

Schreiner Memorial Library

Board of Trustees

Wednesday March 13, 2024; 5:00 p.m.

Schreiner Memorial Library

113 West Elm Street, Lancaster, WI

Meeting Minutes

In-person and Virtual

<https://us06web.zoom.us/j/86155538053?pwd=vYX3HYmPZr8HJsAOswicNhTbH6H80c.1>

- I. Call to Order -Cindy Called the meeting to order at 5:02pm .
- II. Roll Call- [Josh McLimans](#)- present, Carrie Post- present, [Carolyn Ingebritsen](#)- present, [Cindy Busch](#)- present, absent- Lisa Zabel, Matt Pennekamp, [Luann Droessler](#). Also present- [Martha Bauer](#).
- III. Secretary's Report – Minutes of February 14th meeting – [Josh McLimans](#)made a motion to approve the minutes. Carolyn seconded the motion. Motion passed unanimously.
- IV. Treasurer's Report – Last Month's list of bills – [Martha Bauer](#)explained the list of purchases, including a new drone and Izzy's nail clipping. [Carrie Post](#)made a motion to approve the list of bills. Josh seconded the motion. Motion passed unanimously.
- V. Library Director's Report – Martha had some privacy concerns for using Sportsman Software. Library Calendar is \$1,500/yr. Martha explained some upcoming programming, along with a donation from the Thrift Shop for \$500. Approval of fine fund expenditures [Carrie Post](#)made a motion to approve the fine fund expenditures. [Carolyn Ingebritsen](#)seconded the motion. The motion passed unanimously.
- VI. Public Comments, Presentations, and Communications- St. Clements School 4th-6th students sent a thank-you note for sponsoring the DoArt workshop.
- VII. Trustee Reports- none
- VIII. Committee Report- none
- IX. New Business
 - a. Proposed Circulation Policy changes – Several changes in the first reading of the circulation policy. [Cindy Busch](#)mentioned noting that if an item is lost, have a note in the policy about when it becomes a “lost” item to be included. Vote pending a second reading of the policy.
 - b. Review/update current Bulletin Board Policy – Martha and board members agreed that the Bulletin Board Policy- Carolyn Ingebritsen made a motion to adopt with no changes the current Bulletin Board Policy. [Carrie Post](#)seconded the motion. Motion passed unanimously.
 - c. Review/update current Computer Use Policy – Upon first reading of the policy, several changes were proposed. A vote pending the second reading of the policy.

- d. Review/update current Social Media Policy – Several changes will be made to this policy. Vote pending the second reading of this policy.
 - e. Fine Fund Audit – [Josh McLimans](#) completed the audit. [Carrie Post](#) made a motion to approve the fine fund audit. [Cindy Busch](#) seconded the motion. Motion passed unanimously.
- X. Adjourn- Carrie made a motion to adjourn the meeting at 5:44 pm. Josh seconded the motion. Meeting adjourned.

Next Meeting: April 10, 2024 at 5:00 p.m.

Notice to Library Board members; Grant County Herald Independent; WGLR; City Clerk