

**Minutes of the
Meeting of the Chippewa Falls Public Library Board of Trustees
October 13, 2021**

1. Call to Order

Meeting was called to order by Vice-President Ambelang at 5:00 p.m. at Chippewa Falls Public Library Virginia O. Smith Meeting Room.

2. Roll Call of Members

Members Present: Ambelang, Drehmel, King, Newton

Absent: Hiess, Jones, Russell

Others Present: Director Joe Niese, Confidential Administrative Assistant Deb Braden

3. Approval of Agenda

Motion by King seconded by Drehmel to approve the agenda. All present Voting Aye. Motion carried.

4. Disposition of the minutes of the Board of Trustees meeting of September 15, 2021.

Motion made by Drehmel seconded by Newton to approve the minutes of the Board of Trustees meeting of September 15, 2021. All present Voting Aye. Motion carried.

5. Disposition of the vouchers to be paid from the 2021 budget after October 19, 2021.

Motion made by Newton seconded by King to approve the vouchers to be paid from the 2021 budget after October 19, 2021. Roll Call Vote. Voting Aye: Ambelang, Drehmel, King, and Newton. Motion carried.

6. Public Appearances

One interested citizen.

7. Correspondence

None

8. Current Business

a) 2022 Budget

The 2022 Budget has some changes in line items allotments but is at a zero percent increase per the City.

Motion made by Drehmel, seconded by King to approve the 2022 budget as presented. Roll Call Vote:

Voting Aye: Ambelang, Drehmel, King and Newton. Motion carried.

b) Administrative Assistant job description.

Director Niese has redone the Administrative Assistant job in the format of the other job descriptions at the Library. Changes were discussed with removing the reference to bookkeeper and changing the equivalent experience in bookkeeping with related field. Motion made by Newton, seconded by King to accept Administrative Assistant job description with amended changes. All present Voting Aye. Motion carried.

9. Management report

Director Niese talked about highlights from the Management Report. The doors have been installed and the front entrance has new lighting and ceiling. Talking about adding wraps around the drops. A new self-check-out has been ordered for the children's side of the Library.

10. Committee Reports

a) None

10. Announcements

None

11. Items for future consideration

- a) Evaluation of the Director
- b) Endowment Fund awareness

14. Adjournment

Motion made to adjourn by Drehmel seconded by Newton. All present Voting Aye. Motion carried.
Meeting adjourned at 5:38 p.m.

Respectfully Submitted,
Deb Braden, Confidential Administrative Assistant