

BEAMAN COMMUNITY MEMORIAL LIBRARY
Board of Trustees Meeting
Wednesday, November 12, 2025
5:30 PM

Attending: Tony Pieper, Sarah Kitman, Megan Moeller

President Tony called the meeting to order at 5:33. Megan made the motion to accept the agenda. Sarah K. seconded. It carried unanimously. The minutes of the September meeting were accepted as presented. We reviewed the bill list and the monthly financial and circulation reports. Sarah K. moved to accept the consent agenda. Megan seconded. The motion carried unanimously.

In old business, we discussed hiring for both library positions. It was suggested that Sarah D. produce fliers for other local libraries to advertise the positions. Sarah D. presented the averages salaries for both positions, based on statewide data from the State Library for libraries our size. Megan moved that we advertise a base salary of \$10/hr. for Librarian Assistant, and \$14.00 for the director position. Sarah K. seconded. The motion passed unanimously. The base salaries and weekly hours should be included in the advertising materials. The required training for the Director's position should also be included. The board will work on a Director's job description at the next meeting.

In new business, Sarah D. promoted a county-wide Trustee Training session at the Kling Library in Grundy Center on Nov. 20 at 5:30. The contract on our printer will expire in February. We can return it, purchase it or renew our contract. Consensus was to renew the contract if the cost would be the same. Holiday closures will be Nov. 27-28, Dec. 24-25 and Jan. 1. Our application for accreditation is also due in February. We are past due for a review of a portion of the ADA accessibility checklist, which needs to accompany the application. Sarah D. has reviewed it and the board approved sending it on. Then Sarah D. passed out an infographic Annual Report for FY'25, which she will share with the City Council and the County Supervisors.

The meeting adjourned at 6:25.

Respectfully submitted,

Sarah Dougherty