

The Berlin Public Library Board of Trustees was called to order by President Kay Roethel at 4:32 pm. In attendance were Trustees Blazel, Draves, Guertler, Malchetske, Rainboth, and Roethel. Trustee Cartwright was absent. Also in attendance were Library Director Chris Kalupa and City Council Liaison Kristina Boeck.

Trustee Guertler was seated virtually.

Mayor Joel Brussell and City Administrator Sara Rutkowski were welcomed to the meeting.

President Roethel read a thank you note from Cindy Wallace who recently retired.

Moved by Malchetske, seconded by Blazel to approve the minutes of the January meeting. Passed.

Moved by Malchetske, seconded by Rainboth to accept the monthly bills for January. Passed.

Moved by Blazel, seconded by Rainboth to accept the Treasurer's report for January. Passed.

Library Director's Report: complete copy attached to official minutes.

Kalupa also reported on her attendance at Library Day at the Capitol.

Trustee Draves reported on the January meeting of the Friends of the Library: membership drive continues and planning is underway for the Spring Book Sale, the Farmers Market Brat Roast, and the Fall Book Sale.

Trustee Malchetske reported on the Finance Committee meeting: they will review the Bylaws and investigate guidelines regarding funds that have accumulated in the Trust.

City Administrator Rutkowski reported on the library employees salary update: when the city audit is completed, the update will be disbursed. It will be reflected on the employees' 2022 taxes so they do not have to amend past taxes.

Roethel and Kalupa reported on the virtual meeting update: the City Council decided to wait with a decision since all equipment has not yet arrived.

Old Business: report on Bylaws

New business: the Personnel Committee (Guertler, Cartwright, Draves) will meet in the Kay Swan Room at 4:00 pm on Wednesday, March 9.

Moved by Malchetske, seconded by Draves to adjourn at 5:13 pm. Passed.

Respectfully submitted,

Margaret Guertler, Secretary