

The Berlin Public Library Board of Trustees met on Wednesday, November 8, 2023. The meeting was called to order by President Kay Roethel at 4:30 pm. In attendance were Trustees Blazel, Draves, Durtschi, Guertler, Rainboth, and Roethel. Trustee Malchetske attended virtually. Also in attendance were Library Director Chris Kalupa and City Council Liaison Samantha Stobbe.

Moved by Guertler, seconded by Durtschi to approve the minutes of the October 11 meeting. Passed.

Moved by Rainboth, seconded by Draves to accept the monthly bills for October. Passed.

Moved by Guertler, seconded by Blazel to accept the Treasurer's report for October. Passed.

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

Moved by Guertler, seconded by Rainboth to charge \$5.00 per tape for VHS transfer device. Passed.

Director Kalupa reported verbally on her plans for which critical areas need to be covered and who she will cross-train to cover them. She will prepare a written summary for the Board.

Moved by Draves, seconded by Durtschi to approve the following meeting dates for 2024.

January 10	February 14	March 13	April 10
May 8	June 12	July 10	August 14
September 11	October 9	November 13	December 11

Library to close at 5:00 pm on July 3

Motion passed.

Trustee Draves reported that Friends of the Library made \$650 on their book sale and \$850 in memberships.

Business for future agenda: checking account \$, local history

Moved by Malchetske, seconded by Draves to adjourn at 5:31 pm. Passed.

Respectfully submitted,
Margaret Guertler, Secretary