

Alice Baker Memorial Public Library
820 East Main Street
Eagle, WI 53119
Monday, December 9 2019
6:30 p.m.

LIBRARY BOARD MEETING : UNAPPROVED MINUTES

Present: N. Wilhelm, D. Williams, A. Chase, D. West, C. Shamsi, N. Wilhelm, B. Gunderson, T. Burstein, I. Roberts, M. Rice and K. Retzke

Absent:

1. **Call to order:** Meeting was called to order at 6:28pm by President N. Wilhelm.
2. **Pledge of Allegiance**
3. **Approval of Agenda:** A motion to approve the agenda was made by T. Burstein and second by I. Roberts. Upon voice vote, motion carried.
4. **Approval of Minutes from November 11, 2019:** A motion to approve November minutes was made by M. Rice and second by D. West. Upon voice vote, motion carried.
5. **Consent Agenda:** A motion to approve consent agenda was made by D. Williams and second by B. Gunderson. Upon voice vote, motion carried
6. **Village Representative's Report:** M. Rice shared with the board in November's meeting the members finished budget and it was approved. There are events happening in the village such as music at the Catholic Church. He stated the new condos built have had three units sold of the eight.
7. **Town Representative's Report:** D. West grants came in and in the DOT's hands. 90/10 program has been accepted for the three roads, but waiting to hear for results still.
8. **Director's Report:** A. Chase handed out reports and shared with board the library circulation increased in November 15.7%. She also informed us the village went over 1000 for the month which was the first time. Programs had high number attendance. She finished her 6 week class Intro to PC Security.
9. **Other Business**
 - a. **Action item - SWOT update for Strategic Plan:** N. Wilhelm is not completely finished with this. She will present once finished.
 - b. **Report – Eagle Nature Trail:** N. Wilhelm shared with board the last meeting was in November and members finalized number to wrap up the year. She will share with the board the results of 2019 next meeting.
 - c. **Report – Bridges Library System:** N. Wilhelm informed the board members everyone gave reports and budget was done. Meeting was mainly about hiring.
 - d. **Library 25/45 Anniversary Celebration:** A. Chase shared on December 20th, during regular coffee hour, the library will be celebrating its 25 year Anniversary.
 - e. **Wild Wisconsin Winter Web Conference (January 22-23, 2020):** A. Chase shared with the board there are 14 new sessions and training for trustee and director. A. Chase will send out the email to remind board of the times of the sessions. It's a great opportunity to learn about the current trends for libraries.
10. **Adjournment into Closed Session:** Went into closed session at 7:18pm. N. Wilhelm read the consent to adjourn to closed session. M. Rice motioned to go into closed session and T. Burstein seconded, approval was made unanimously. These matters were discussed and the Board will proceed as discussed in closed session. B. Gunderson moved to come out of closed session at 8:06pm and seconded by M. Rice, approval was made unanimously.

CONSIDER A MOTION TO ADJOURN TO CLOSED SESSION

CLOSED SESSION – It is anticipated that there may be a motion to convene in closed session pursuant to section 19.85(1)(c) of the Wisconsin statutes to consider employment,

promotion, compensation, or performance evaluation for any public employee over which the government body has jurisdiction or exercises responsibility. Upon conclusion, the Board will reconvene into open session to take any action required to be taken in open session.

1. Update on performance evaluation for the Library Director
2. Discussion and possible action regarding salary and benefits of the Library Director
3. Discussion and possible action regarding mutual goal setting with the Library Director

11. Future Agenda Items: SWOT will be discussed. Jean is coming to discuss Nature Trail of 2019. Library fines will be discussed. First step of design on dime will be presented.

12. Next meeting date: Monday, January 13, 2019

13. Adjourn: D. West moved to adjourn meeting and T. Burstein seconded at 8:12pm. Upon voice vote, motion carried.

NOTICE: It is possible that members of, and possibly a quorum of, other governmental bodies of the Town or Village may be in attendance at the above stated meetings to gather information. No action will be taken by any governmental body at the above stated meeting other than the Library Board. Please be advised that it is possible that the order of items on this agenda may be altered.