

Alice Baker Memorial Library
Board of Trustees Meeting
Monday, February 10, 2020

approved Minutes

Present: B. Gunderson, D. Williams, N. Wilhelm, T. Burstein, I. Roberts, D. Gordhammer, D. West, M. Rice, A. Chase, Library Director
Absent: C. Shamsi

1. **Call to Order.** The meeting of the Board of Trustees of the Alice Baker Memorial Public Library was called to order at 6:28 pm by N, Wilhelm, President. Nancy led those present in the Pledge of Allegiance.
2. **Introductions:** Debbie Gordhamer was introduced to the Board. She has been named as representative of the Palmyra-Eagle School System to the Library Board. She is employed at the Eagle Elementary School.
3. **Approval of Agenda:** It was moved by B. Gunderson, seconded by T. Burstein that the agenda be approved as distributed. The motion passed..
4. **Approval of Minutes:** It was moved by M Rice, seconded by T. Burstein that the minutes of January 13, 2020 be approved as distributed. The motion passed.
5. **Consent Agenda:** Dan brought up maximizing the money we received from the fiscal agent (Waukesha County). Is there a way to increase the money that we received from the fiscal agent?. It was moved by M. Rice, seconded by D. West that the consent agenda be approved.
6. **Village Representative's Report:** M. Rice reported that the Village Board meets on Thursday, nothing new to report.
7. **Town Representative's Report:** D. West reported that the town did well handling the snow on Sunday.
8. **Director's Report:** A. Chase reported a 12.7 increase in usage during January. 13 library cards were issued. There has been a lot of programming going on. There were 640 items checked out through Overdrive. Our Gale course use is high.
9. **Other Business**
 - SWOT update on the Strategic Plan:** All suggestions will be updated into the formal plan by next month.
 - Bridges Library Report:** Much of the time has been involved in the selection of a new Director. The Director was named. She is Karol Kennedy, currently Director of the Menomonee Falls Library. All of the Board officers are re-upping for another term. An app is being developed for the Libraries.
 - Business Continuity Plan:** Need to develop a plan.
 - Eagle Nature Trail Report:** The consensus is that Jean did a thorough job on the 2019 review.
 - Personnel Committee:** The Agenda and minutes for the Jan. 29, 2020 Personnel Committee Meeting were distributed in the board packet. The Committee has met with Alli and gone over her annual evaluation.
 - Authorization to sign Annual Report:** It was moved by D Williams, seconded the T. Burstein that the Board President be authorized to sign the annual report prior to the Feb. 28 submission deadline. The motion passed.
10. Future Agenda Items:
 - Invite FABLE to attend a meeting. Mary Russell is the President,
 - Draft of 2020 goals

The next meeting is March 9, 2020.

It was moved by D. West, seconded by T. Burstein that the meeting be adjourned. The motion passed.

Diane Williams
Secretary