

Alice Baker Memorial Public Library
820 East Main Street
Eagle, WI 53119
Board of Trustees Agenda
Monday, May 14, 2018
6:30 p.m.
approved Minutes

Present: D. West, A. Chase, N. Wilhelm, B. Gunderson, D. Williams, J. Johnson and C. Shamsi

Absent: M. Feye, T. Burstein and M. Lepperd

1. **Call to order:** Meeting was called to order at 6:30pm by Vice President, N. Wilhelm.
2. **Pledge of Allegiance**
3. **Introduction:** Matt Lepperd will be the new Village of Eagle trustee assigned to the Library Board.
4. **Approval of agenda:** A motion to approve the agenda was made by D. West and seconded by B. Gunderson. Upon voice vote, motion carried.
5. **Approval of Minutes from April 9, 2018:** Approval is tabled until next month's meeting.
6. **Consent Agenda:** A motion to approve the consent agenda was made by D. West and seconded by J. Johnson. Upon voice vote, motion carried.
7. **Village Representative's Report:** no report
8. **Town Representative's Report:** D. West shared how the parks are being used quite a bit. Tuesday's meeting will be to approve or not approve a lot of road projects.
9. **Director's Report:** A. Chase provided documents with past numbers and present numbers on circulation. Tea party was successful. Alli spoke about the lunch she attended with B. Gunderson at the WAPL Conference related to civic engagement. Alli shared about some programming she attended as well. She also shared how she was a key note speaker in Eau Claire for a day on adult programming.
10. **Other Business**
 - a. **Announcement of and welcome to new Village Trustee serving on the Library Board:** table until next meeting since Matt Lepperd was not present.
 - b. **Discussion and possible action regarding strategic planning:** N. Wilhelm stated the SWOT Analysis with staff was very successful. Great ideas were given and a lot of feedback was shared. She was very happy people took the time to give feedback. N. Wilhelm asked the board if the summary and priorities should be looked at again by the board since it's been six months since the first one was laid out. The board agreed we should look at it again and look at it together as a board.
 - c. **Library Security and Safety – training, awareness, and policies:**
 1. **Do we need training? Are employees aware of safety and security procedures?**
Should the Eagle Police Chief discuss safety procedures with all employees? B. Gunderson shared how he wants to know if this is something we should be offering to employees. He wonders if we should have a general training procedure. Next step would be inviting the Eagle Police Chief in and see what he thinks of what the library should have for security and safety.

d. Recognition and congratulations to the following Alice Baker Library personnel:

1. Maria Hinners and Alex Hinners for their presentation at the Wisconsin Association of Public Library conference held at the Country Springs Hotel in Pewaukee on May 3. Maria presented "Explore and Experiment with Science Kits" along with two other librarians from Southeast Wisconsin.
2. Alli Chase for her presentation at the Indianhead Federated Library System on May 11 as the keynote speaker for their *Adult Programming Bonanza*. The title of her presentation was "Building Relationships: A Recipe for Success".

B. Gunderson shared with the board how he met a lot of people at the luncheon at the WAPL conference and heard how many people commented on the good work A. Chase has done with her library. He recommends A. Chase has the opportunity to go every year. He believes it's valuable.

e. Report – from Bridges Library System: N. Wilhelm shared with the board the next meeting is Tuesday, May 14, 2018. Bridges is very busy with the public library system redesign project.

f. Report – Eagle Nature Trail: N. Wilhelm shared how there was a lot of water damage so there will be a lot of work to rebuild. She reported on the upcoming Garlic Mustard Pull-A-Thon. The money raised will go back into the trail.

g. Distribution of Personnel Committee agendas and Minutes from April 18, 2018: Documents were provided to board.

11. CONSIDER A MOTION TO ADJOURN TO CLOSED SESSION: N. Wilhelm read the language to enter into closed session. B. Gunderson motioned to go into closed session and J. Johnson seconded. Approval was made unanimously.

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.

- a. To hear Personnel Committee plans to investigate staff allegations of discriminatory wages and compensation.

These matters were discussed and the Board will proceed as discussed in closed session.

B. Gunderson moved to come out of closed session and seconded by D. West. Approval was made unanimously.

12. Future Agenda Items: Approval for April 9, 2018 minutes. N. Wilhelm will bring the strategic planning information to discuss for next meeting.

13. Next meeting date: Monday, June 11, 2018 at 6:30pm

14. Adjourn: D. West moved to adjourn meeting and B. Gunderson seconded at 7:43pm. 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.