

Alice Baker Memorial Public Library
820 East Main St.
Eagle, WI 53119
Library Board Meeting
Monday, September 13th, 2021
6:30 p.m.

..APPROVED MINUTES

The September meeting of the Board of Trustees of the Alice Baker Memorial Library was called to order by President Nancy Wilhelm at 6:30 pm. Present were: Trustees: N. Wilhelm, C. Dressel, B. Gunderson, D. Gordhamer, C. Lauterbach, I. Roberts, T. Burstein, D. West, and Library Director A. Chase. C. Shamsi arrived at 6:47pm. The Pledge of Allegiance was led by N. Wilhelm.

It was moved by T. Burstein, seconded by I. Roberts that the minutes of the August 9, 2021, meeting of the Board be approved as distributed.

It was moved by B. Gunderson and seconded by D. West that the September 2021 consent agenda (list of checks written, monthly financial report, cardmember detail, cardmember summary, lists of checks to be written, and Treasurer's Report) be approved. The motion passed via voice vote.

Village Representative's Report—C. Lauterbach reported.

Town Representative's report— D. West reported.

Palmyra-Eagle School District—D. Gordhamer reported

Holding off on SWOT analysis since still under covid constraints, and Waukesha County level is not working on this and staying the course with last year's plans.

Working on Act 150, continuing work on library standards with additional standards being considered along with revisions to additional ones.

Record retention policy was approved as submitted, so now we need a policy here at the library about our document retention (policy will cover who is going to be responsible, what are we retaining, how will we retain it, and where will it be retained.)

Budget tabled for now as still obtaining the details to complete this, planning to present at the October board meeting.

Position descriptions thanks again to Carol and Bruce for all their time and effort working on putting these together.

Motion to approve the job descriptions made by T. Burstein and seconded by C. Lauterbach. Further discussion, I. Roberts - director position - just refers to the Village of Eagle but does not mention the town, should it include both? It is correct as stated, this piece is only specific to the Village of Eagle. Motion approved via voice vote

Director's Report-A. Chase distributed her report ahead of time.

August this year was only 3% lower than 2019, ahead by 7% from last year. August highlight: school open houses (Eagle, Eagleville and Rolling Hills). 22 attended the bedtime stories virtually after those open houses. There were 58 in person, and 50 via Beanstack, and 8 teens who participated in the summer reading program. 120 adults for summer reading program, the most ever.

Other business:

President's Report – Corrections being made to the trustee's terms and still trying to determine the board positions. Bridges library system focus is on accepting bridges budget and annual financial report, comprehensive review. Strategic plan discussion. Sent out info on virtual trustee events, gave out little items to everyone.

Eagle Nature Trail – A good 9/11 all school event on September 10th. There was a scavenger hunt to find each of the trees, which were dedicated to first responders from 9/11. The kids learned as they had fun. It was successful. 38 entries for the photo contest. Judging was this past Saturday, announcements of winners will be on September 17th, and reception on September 24th.

COVID-19 update- No changes as of now.

Future agenda item: Budget, evaluation of director eval in October so all job evaluation and salary can be completed by December.

The next meeting will be October 11th, 2021.

It was moved by B. Gunderson, seconded by T. Burstein to move to closed session pursuant to Wisconsin Statute Section 19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility. N. Wilhelm -- yes, T. Burstein - - yes, I. Roberts -- yes, C. Shamsi -- yes, B. Gunderson --yes, C. Dressel -- yes, D. Gordhamer -- yes, D. West -- yes and C. Lauterbach-- yes. The motion passed via voice vote, and the meeting moved to closed session at 7:17 pm.

It was moved by I. Roberts, seconded by C. Lauterbach to move out of Closed Session at 7:52 p.m. and to reconvene in open session. The motion passed via voice vote, and the meeting reconvened at 7:52 pm.

It was moved by D. West, seconded by T. Burstein for the meeting to be adjourned. The motion passed via voice vote, and the meeting was adjourned at 7:52 pm.

Debbie Gordhamer
Secretary