

Alice Baker Memorial Public Library

820 East Main Street

Eagle, WI 53119

Board of Trustees Agenda

Monday, August 14, 2023

APPROVED MINUTES

The August meeting of the Board of Trustees of the Alice Baker Memorial Library was called to order by President Nancy Wilhelm at 6:28 p.m. Present were: President Nancy Wilhelm and Trustees: B. Gunderson, Jodie Kujawa, C. Lauterbach, I. Roberts, J. Rozinski, and P. Symons; Library Director A. Chase, and Library Staff Member Ash Lee Simons; FABLE Representative Mary Russell. Board members C. Dressel and T. Burstein were excused. The Pledge of Allegiance was led by N. Wilhelm.

It was moved by I. Roberts and seconded by J. Rozinski that the minutes of the July 14, 2023, meeting of the Board be approved. The motion passed by voice vote.

It was moved by B. Gunderson to approve the consent agenda (list of checks written, monthly financials report, cardmember detail, cardmember summary, lists of checks to be written and treasurer's report), seconded by C. Lauterbach. The motion passed by voice vote.

Village Representative's Report—C. Lauterbach reported that the Markham Road resurfacing has been completed, an ordinance to allow chickens in the village was passed, a burning ordinance was discussed, and a budget workshop was announced that will be held in September.

Town Representative's Report—J. Rozinski reported that the town has stopped collecting impact fees because they are not being used. A meeting to be held next week will focus on a vote for fire department funding.

MASD Representative's Report—J. Kujawa reported that the district was presented the Green School Award by the Department of Education. School will be back in session September 5.

FABLE report—M. Russell reported that the Meet and Greet with new Palmyra-Eagle Area School District Superintendent Ryan Krohn went well, with the superintendent staying for the entire event. Friday morning coffee hour events are going well. The next FABLE meeting is set for 7 p.m. September 20.

RFID Project Update—A. Chase reported that the tagging team is currently tagging in non-fiction. The library will be closed from 9 a.m. to 1 p.m. August 23 for tagging.

Security Camera Installation—J. Rozinski reported that there is still no update on when the camera will be installed.

Youth Librarian Job Description—B. Gunderson presented the description, the result of discussions with A. Chase and A. Simons. A statement about supervisory duties was added. P. Symons commented that the description contained a lot of repetition and does not have to include every possible duty and responsibility of the position. It was moved by N. Wilhelm and seconded by I. Roberts to table the discussion until the September meeting. The motion passed by voice vote.

Waukesha County Library Standards Certification: Discussion and Action—N. Wilhelm reported that the Alice Baker Memorial Library's computer/internet policy represents the one deficiency in meeting the library standards. It will be corrected before the next standards certification. It was moved by I. Roberts and seconded by J. Kojawa to approve the Library Standards Certification. The motion passed by voice vote.

Director's Report—A. Chase reported that the Passport Program is going well, and that it was a good opportunity to promote the Nature Trail to library patrons in other communities. A. Simons reported that 150 children and 20 teens took part in the Summer Reading Program, with 25 attending the program finale event.

Board President Report—N. Wilhelm reported that the Bridges Library System trustees meeting on September 20 will be held at the Alice Baker Memorial Library. She invited board members to attend the meeting, which starts at 4 p.m. The meeting will include discussion of the 2024 budget.

Future Agenda Items—Budget and Youth Librarian job description.

Consider a Motion to Adjourn to Closed Session: Adjournment into closed session in accordance with Wis. Stats. 19.85(1) (c) & (f) considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

It was moved by N. Wilhelm and seconded by B. Gunderson that the board adjourn to closed session. The motion was passed by voice vote.

It was moved by B. Gunderson and seconded by C. Lauterbach that the board return to open session. The motion was passed by voice vote.

Next Regular Board Meeting—September 11, 2023.

It was moved by J. Rozinski and seconded by I. Roberts for the meeting to be adjourned. The motion passed by voice vote, and the meeting was adjourned at 7:30 p.m.