

## **Alice Baker Memorial Public Library**

820 East Main Street

Eagle, WI 53119

Board of Trustees Agenda

Monday, November 13, 2023

### **APPROVED MINUTES**

The November meeting of the Board of Trustees of the Alice Baker Memorial Library was called to order by President Nancy Wilhelm at 6:31 p.m. Present were: President Nancy Wilhelm and Trustees: C. Dressel, B. Gunderson, C. Lauterbach, I. Roberts, J. Rozinski, and P. Symons; Library Director A. Chase, and Library Staff Member A.L. Simons; and Eagle Town Board Supervisor Sandra Shorr. Board members T. Burstein and Jodie Kujawa were excused. The Pledge of Allegiance was led by N. Wilhelm.

It was moved by C. Lauterbach and seconded by C. Dressel that minutes of the October 9, 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 J. Rozinski. The motion passed by voice vote. I. Roberts reported that the library's final CD is due to roll over to a more favorable interest rate in a couple of months.

**Village Representative's Report**—C. Lauterbach reported that the 2024 budget was approved, with library impact fees totaling \$184,535.19. The Village will sponsor a caroling event December 9 during the day in the park. The alternate date is December 10. Holiday music will again be broadcast in the village this season.

**Town Representative's Report**—J. Rozinski reported that the board will meet Wednesday to approve the budget. She noted that many emails and phone calls have been received from residents concerned about library funding. She emphasized that the board recognizes the library's value and will continue to support it as a valuable community resource. She thanked A. Chase for answering questions and providing information to board members.

**MASD Representative's Report**—There was no MASD Representative's report.

**RFID Project Update**—The tagging team has almost completed adult nonfiction and is requesting a library closure in late November or early December to continue the project.

**2024 Library Closings: Discussion and Action**—It was moved by C. Lauterbach and seconded by B. Gunderson to approve 2024 library closing dates. The motion passed by voice vote. Dates are: January 1, March 29 at noon, March 30, May 27, July 4, September 2, November 28, November 29, November 30, December 25, and January 1, 2025.

**Bridges Annual Addendum: Discussion and Action**—It was moved by I. Roberts and seconded by C. Lauterbach to approve the addendum, a general agreement between the library and the library system. The motion passed by voice vote.

**Director Report**—A. Chase reported that the Bridges Library System will finalize a data dashboard for member libraries in the next couple of weeks. This will result in a modern, user-friendly way to generate high quality data. Other events and programming include:

- A gift giving tree to benefit local families in need will be located at the library from November 18-December 15.
- Winter drawings for grocery and gas gift cards for those checking out five items or have five library visits between November 17-December 15.
- Staff training aimed at increasing the number of library cards will be held on December 8.

A.L. Simons reported on upcoming children's activities for spring including Pokémon Day and Star Wars Day.

**Board President Report**—N. Wilhelm reported that the Bridges Library System Director evaluation has been conducted. Nature Trail activities have been completed for the winter and a trail presentation is set for the December board meeting.

**Future agenda items**—Bylaws review in January 2024.

**Next Board Meeting**—The library board's annual meeting will be held at 6 p.m. December 11, when the slate of officers will be approved.

**Consider a Motion to Adjourn to Closed Session:** It was moved by J. Rozinski and seconded by I. Roberts to move to closed session pursuant to 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. To Wit: Annual Director's Evaluation. The meeting moved to closed session at 7:35 p.m.

It was moved by B. Gunderson and seconded by C. Dressel to move out of closed session and reconvene in open session. The motion passed via voice vote and the meeting moved out of closed session at 7:54 p.m.

It was moved by J. Rozinski and seconded by I. Roberts that the meeting be adjourned. The motion passed by voice vote, and the meeting was adjourned at 7:55 p.m.