

## **Alice Baker Memorial Public Library**

820 East Main Street  
Eagle, WI 53119  
Board of Trustees Agenda  
Monday, January 8, 2024

### **APPROVED MINUTES**

The January meeting of the Board of Trustees of the Alice Baker Memorial Library was called to order by President Nancy Wilhelm at 6:30 p.m. Present were: President Nancy Wilhelm and Trustees: T. Burstein, C. Dressel, J. Kujawa, C. Lauterbach, I. Roberts, J. Rozinski, and P. Symons; Library Director A. Chase, and Library Staff Member A.L. Simons; new Trustee John Ackroff; FABLE Representative Mary Russell, and recently retired Trustee Bruce Gunderson. The Pledge of Allegiance was led by N. Wilhelm.

It was moved by C. Lauterbach and seconded by T. Burstein that minutes of the December 11, 2023 meeting of the Board be approved. The motion passed by voice vote.

N. Wilhelm introduced Village of Eagle Board Member J. Ackroff, who will replace B. Gunderson on the library board.

The consent agenda (list of checks written, monthly financials report, cardmember detail, cardmember summary, lists of checks to be written and treasurer's report) was not available due to technical issues. It was moved by T. Burstein and seconded by J. Rozinski to review and approve the consent agenda in February. The motion passed by voice vote.

**Village Representative's Report**—C. Lauterbach reported that library impact fees total \$184,539.74. Election inspectors have been approved and the list is posted in the Village administrative office. Also, the board is devising a plan for replacing park equipment.

**Town Representative's Report**—J. Rozinski reported that a short-term rental policy is in the works with the goal of presenting it in March or April.

**MASD Representative's Report**—J. Kujawa reported the district approved a resolution to move forward with the referendum. In addition, three positions are open on the school district's board.

**FABLE report**—M. Russell reported on the following:

- A very successful book sale that earned \$300 was held in November, allowing the library to resume accepting books.
- The group plans to offer one or two \$500 scholarships to local high school students in need.
- Plans for the library's 50<sup>th</sup> anniversary celebration are being discussed. A Palmyra baker has offered to provide a special cake at no charge.

**RFID Project Update**—A. Chase reported that tagging is now complete on adult non-fiction. In the works is the oversized book collection, with the Young Adult section after that. An order for 16,000 RFID tags has been submitted to Bridges Library System.

**New Chair of the Personnel Committee: Discussion and Action**—It was moved by J. Rozinski and seconded by C. Lauterbach that J. Ackroff take over duties as Personnel Committee Chair. The motion passed by voice vote.

**Director's Report**—A. Chase reported that circulation in December 2023 increased by 8.82 percent over December 2022. 2023 was -2.42% compared with 2022. A slight decrease. The library has renewed its contract with Taylor Computing and has also paid a maintenance fee to Envisionware. Staff training in marketing was conducted by Bridges staff. Annual reviews are set for January. Library staff assisted in getting emergency medical help for a patient.

A.L. Simons reported that a "For the Love of Reading" competition is being held in February, programs will focus on poetry in April, and "Adventure" is the theme for the summer reading program.

**Board President's Report**—N. Wilhelm reported that December's Bridges meeting was very short. She noted that because we are in the winter months, there probably will not be a Nature Trail report for a couple of months.

#### **Future Agenda Items—**

**Next meeting**—February 12, 2024.

It was moved by J. Rozinski and seconded by I. Roberts to adjourn into closed session in accordance with Wis. Stats. 19.85(1) (c) & (f) considering employment, promotion, compensation, or performance evaluation of any public employees over which the governmental body has jurisdiction or exercises responsibility. To Wit: Annual Director's Evaluation. The motion passed unanimously.

It was moved by C. Lauterbach and seconded by I. Roberts to move out of closed session. The motion passed unanimously.

It was moved by J. Kujawa and seconded by T. Burstein that the meeting be adjourned. The motion passed by voice vote, and the meeting was adjourned at 7:49 p.m.