Alice Baker Memorial Public Library

820 East Main Street
Eagle, WI 53119
Board of Trustees Agenda
Monday, May 8, 2023

APPROVED MINUTES

The May 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, B. Gunderson, C. Lauterbach, I. Roberts, J. Rozinski, P. Symons, Library Director A. Chase, and Library Staff Member Ash Lee Simons. Board member C. Dressel was excused. The Pledge of Allegiance was led by N. Wilhelm.

N. Wilhelm introduced and welcomed our new Board member Judy Rozinski, who represents the Town of Eagle. She replaces retired Board member Dan West.

It was moved by I. Roberts and seconded by T. Burstein that the minutes of the April 10, 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.

A. Chase reported that maintenance fees were higher than the previous month because a new compressor, damaged by mice, had to be purchased.

I. Roberts reported that the library is not eligible to purchase an I-Bond with monies from the next Citizen's Bank CD to mature. Other options will be considered.

Village Representative's Report—The Board of Review will be available from 4-6 p.m. May 10 for property owners to discuss their assessments. Construction on the newly completed Eagle Police Department was over budget due to the expense of bullet-proof windows.

Town Representative's Report—J. Rozinski reported that Chris Mommaerts is the new Town of Eagle Chair. Going forward, J. Rozinski will share the library report prepared by A. Chase with the Town Board.

MASD Representative's Report—N. Wilhelm announced Stephanie Blue has resigned from the Board as Mukwonago School District representative. The Mukwonago School Board has changed its meeting time to the second Monday of the month, conflicting with the library Board meeting. Stephanie will provide the name of her replacement by June. All agreed Stephanie was an asset to the Board.

F.A.B.L.E. report—N. Wilhelm announced that F.A.B.L.E. will be a regular agenda item. Upcoming events: Monthly Friday coffee events beginning May 12, and the Nature Trail book launch May 20.

Circulation Policy—A. Chase drafted the policy, which is required as part of quality assurance. Discussion of the draft included clarification of library card eligibility requirements for people with disabilities and home-schooled students and updating proof of address forms. Board members will review revisions and act on the policy at the June meeting.

RFID Project Update—A. Chase reported that adult fiction section tagging has been done up to SAN. Staff will next review adult paperbacks and adult biographies.

Director's Report—A. Chase reported on attendance at several April events. Information was also shared on the Summer Passport Program and the submission of a $2,000 Library Improvement and Innovation grant application. A. Simons reported on several youth programs and projects, including 4K and 5K visits, the summer reading program, and overhaul of the Bridges Café app.

Board President Report—N. Wilhelm reported that a new Bridges Library System marketing/communication manager has been hired.

It was moved by B. Gunderson and seconded by C. Lauterbach to move to closed session in accordance with Wisconsin Statute Section 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: Review Director's 2022 Evaluation. The motion passed via roll call vote: N. Wilhelm, yes; T. Burstein, yes; B. Gunderson, yes; C. Lauterbach, yes; I. Roberts, yes; J. Rozinski, yes; P. Symons, yes. The meeting moved to closed session at 7:17 p.m.

It was moved by B. Gunderson and seconded by I. Roberts 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 7:42 p.m.

It was moved by B. Gunderson and seconded by T. Burstein to increase A. Chase's compensation by 3 percent, retroactive to January 1, 2023.

Future Agenda Items—Circulation Policy.

Next Regular Board Meeting—June 12, 2023.

It was moved by I. Roberts and seconded by T. Burstein for the meeting to be adjourned. The motion passed by voice vote, and the meeting was adjourned at 7:44 p.m.