ALICE BAKER MEMORIAL LIBRARY BOARD MEETING MINUTES
Approved

Call to Order: R. Spurrell called the meeting to order at 5:00pm on April 13, 2026.

Roll Call: M. Rice, R. Spurrell, K. Anderson, B. Puza, D. Knauer, and H. Lang were present. M. Faretta was excused. Also present were Library Director A. Chase, library staff S. Johansen, and a resident.

Pledge of Allegiance: R. Spurrell led the Pledge of Allegiance.

Announcement for possible closed session pursuant to WI State Statute §19.85(1)(c) for interviewing applicants for the Director position and discussion regarding the interviewed applicants: R. Spurrell announced the preceding.

Public Comment: No public comment.

Discussion/Action on meeting minutes from March 9, 2026: Motion by M. Rice to approve meeting minutes as presented. K. Anderson requested one sentence struck from the minutes and replaced by a state statute quotation. M. Rice amended his motion to approve the minutes with the change. Second by D. Knauer. Motion carried (5-0-1) with R. Spurrell abstaining.

Discussion/Action on meeting minutes from March 24, 2026: Motion by M. Rice to approve meeting minutes as presented. Second by D. Knauer. Motion carried (6-0).

Discussion/Action on Library Financial Report: D. Knauer asked why we are still paying for QuickBooks. A. Chase and S. Johansen reported we only have access for 1 year from unsubscribing, and there is not currently a process for saving that data. R. Spurrell recommended we wait until the audit is completed to end this subscription.
Motion by D. Knauer to approve Library Financial Report as presented. A second call for a second was made. Second by K. Anderson. Further discussion by M. Rice included a question about net ordinary income. Motion carried (6-0).

Discussion/Action on Library Board Treasurer's Report: Motion by D. Knauer to approve Library Board's Treasurer's Report. Second by H. Lang. Motion carried (6-0).

Discussion/Action on 2025 Year-End Financial Report: M. Rice asked to clarify a numbers discrepancy. The Board discussed how this likely came from the changeover from the Library to the Town books. Motion by M. Rice to approve 2025 Year-End Financial Report. Second by D. Knauer. Motion carried (6-0).

Discussion/Action on 2025 Annual Report (revised): A. Chase explained that this Annual Report is based off the 2025 Year-End Financial Report. The revisions are due to moving credit card charges from January's report to December's per the auditor's recommendation. R. Spurrell noted that in the future the annual report should wait until after the annual audit to prevent discrepancies; D. Knauer stated the audit should be done sooner in the future. Motion by H. Lang to approve the 2025 revised Annual Report. Second by M. Rice. Motion carried (6-0).

Discussion/Action on Allowable Costs worksheet: R. Spurrell asked A. Chase what the Allowable Costs are. She stated it is a document provided yearly by Bridges that the Board must sign and return; it has something to do with county budgeting. However, it is unclear what allowable costs are; she will ask

the Bridges Director. Motion by D. Knauer to approve the Allowable Costs worksheet. Second by K. Anderson. Motion carried (5-1) with H. Lang voting nay.

Discussion/Action on the 2027-2031 Waukesha County Library Standards (revised): D. Knauer reported the committee returned the FTE standard to the previous level. H. Lang noted a typo in Eagle's FTE chart; A. Chase will inform the Bridges Director of this typo. D. Knauer reported H. Lang submitted a letter to the committee opposing the FTE standard. The committee sent the letter to the County Corporate Council for legal review. Motion by D. Knauer to reject the Waukesha County Library Standards using the same verbiage as previously used, indicating that this is too many employees for the Alice Baker Library and we believe this decision should be under local control. Second by M. Rice. Motion carried (5-0-1) with K. Anderson abstaining.

Discussion about the meeting room: R. Spurrell stated that the Town and Village of Eagle have top priority to use the meeting room. The library may request a reservation of the room just like any other entity, but the library does not have priority over the Town and Village or the other entities.

Discussion/Action on Collection Development Policy: Motion by H. Lang to table. Second by K. Anderson. Motion carried (6-0).

Discussion/Action on the Bylaws: Motion by H. Lang to table. Second by D. Knauer. Motion carried (6-0).

Motion for closed session pursuant to WI State Statute §19.85(1)(c) for interviewing applicants for the Director position and discussion regarding the interviewed applicants: Motion by D. Knauer to go into closed session. Second by H. Lang.

Roll Call Vote:
M. Rice: Yes
R. Spurrell: Yes
K. Anderson: Yes
B. Puza: Yes
D. Knauer: Yes
H. Lang: Yes

Closed Session: The Board entered closed session at 5:29pm.

Motion to Reconvene Into Open Session: Motion by D. Knauer to reconvene into open session. Second by M. Rice. Motion carried (6-0).

Open Session: The Board entered open session at 7:49pm.

Discussion/Action regarding closed session discussion: Motion by D. Knauer to proceed as discussed in closed session. Second by K. Anderson. Motion carried (6-0).

Adjournment: Motion by D. Knauer to adjourn. Second by H. Lang. Motion carried (6-0). The meeting adjourned at 7:50pm.