ALICE BAKER MEMORIAL LIBRARY BOARD MEETING MINUTES
Approved

Call to Order: R. Spurrell called the meeting to order at 6:30pm on June 8, 2026.

Roll Call: M. Rice, M. Faretta, R. Spurrell, K. Anderson, R. Hajewski, B. Puza, and H. Lang were present. Also present were A. Chase, S. Johansen, M. Russell, and Patricia Reda from Lucida.

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 consideration of employment for a new library director: R. Spurrell announced the preceding.

Review/Approval of meeting minutes from May 13, 2026: Motion by M. Rice to approve. Second by M. Faretta. Motion carried (7-0).

Review/Approval of meeting minutes from May 19, 2026: Motion by M. Rice to approve. Second by M. Faretta. Motion carried (7-0).

Discussion/Action on election of officers: Motion by H. Lang to elect R. Spurrell President, M. Faretta Vice President, M. Rice Treasurer, and H. Lang Secretary. Second by M. Rice. Motion carried (7-0).

Review/Approval of Library Financial Report: H. Lang and M. Rice had questions about line items. Motion by H. Lang to approve the Library Financial Report as presented. Second by M. Rice. Motion carried (7-0).

Review/Approval of Treasurer's Report: Motion by H. Lang to approve the Treasurer's Report as presented. Second by M. Faretta. Motion carried (7-0).

Discussion/Action on new CD: M. Rice presented current rates from Citizen's Bank and stated Waukesha State Bank had the same rates. Motion by M. Faretta to roll the next three CDs coming due, accounts 9244, 6030, and 7976, into three 14-month CDs at a rate of 4% as presented. Second by R. Hajewski. Further discussion suggested M. Rice have flexibility to renew the CDs maturing in August without further board approval even if the rates decrease as low as 3.8%. M. Faretta amended her motion to include that if rates are <3.8% in August M. Rice will bring them back to the board. R. Hajewski amended his second to include the same. Motion carried (7-0).

Presentation of results of the audit process by Patricia Reda: Patricia Reda presented the results of the audit.

She reported that this was a full audit reviewing the possibility of fraud. GASB standards apply because this is a governmental entity. Per governmental requirements, the method of accounting is a modified accrued basis. Because WRS is paid through the Town and health insurance is paid through the Village, Lucida had to determine which of these bodies the Library is a component unit of; Lucida determined the Library is a component unit of the Town. No fraud was detected from the 2025 audit. She reported there were only four journal entries and it was a very clean first-time audit.

She explained the financial documents listed on each page of the audit and their reconciliations as listed in the audit report.

In the Management Letter, the auditor recommended segregation of duties, a written financial

statement review process, an Accounting Policies and Procedures manual, a written Fund Balance Policy, formal Investment Policy, and formal Capitalization Policy. She stated that the best option outside of a full segregation of duties is for the Board to review transactions monthly and compare them to the budget. She also recommended that the Library increase the capital thresholds to $10,000 for assets lasting longer than one year due to the federal limit increasing in 2025.

She also noted the fund balance is decreasing between 2024-2025. She reported it is not unusual to go over budget but recommended the Board have a plan for how to handle that. R. Spurrell asked for clarification that the budget was not overspent last year; rather, not all the expected income came in. P. Reda confirmed this.

Moving forward the Library will be required to be audited as a unit of the Town. Fees will be determined between the Town and Library, but it will be less costly than doing a full separate audit. Lucida normally begins audits mid January and never finishes prior to February 28th due to the need to give 60 days for modified accrual accounting purposes.

The Board had no further questions regarding the audit.

Discussion/Action on the Bylaws: Motion by R. Spurrell to table. Second by K. Anderson. Motion carried (7-0).

Discussion/Action on draft Strategic Plan 2026-2029: A. Chase reported she started taking the framework developed by her and WiLS and started writing a narrative. She reports WiLS wrote the survey questions; 200 people participated in the survey, which WiLS said was a good number. A. Chase reported she has never written a Strategic Plan before; N. Wilhelm had previously written them all.

R. Spurrell noted some discrepancies in the survey numbers; some of the response percentages did not add up to 100%. Additionally, the racial demographics did not add up given the choices available. M. Rice stated that even though the survey had some issues and the numbers do not all line up, the draft Strategic Plan is well done and the goals of the board and library are there.

H. Lang suggested we focus on making the library excellent for those who use it instead of providing mediocre services to a broader range of people. R. Spurrell noted one of the Strategic Plan's goals is to increase user types.

R. Spurrell noted several points that were not congruent. He pointed out that we have space limitations for physical items, suggested different word choices for clarity, recommended adding objective verbiage instead of subjective, and suggested a different location for the “Community Input” paragraphs to make the Plan grammatically congruent. M. Faretta had questions about emergency closures and recommended using “joint employees” instead of “Village employees”.

A. Chase reported she is working on the “Final Thoughts” section and will send it out again next month.

H. Lang asked about Greenleaf Media as listed in the Plan; A. Chase reported she received a technology grant and used it to hire Greenleaf Media to get the website ADA compliant, which is due by April, 2027.

Motion by R. Spurrell to table until next month. Second by M. Faretta. Motion carried (7-0).

Discussion/Action on draft of ABML Employee Handbook: A. Chase reports she needs this to be completed to meet the Standards, which are due to certify by August. R. Spurrell pointed out many changes including the work week, making up hours, grievance process, and wording changes. M. Rice recommended removing the ALA's Code of Ethics, since there is already a Village Code of Ethics standard in the document and the ALA is opposed to much of what this board believes. H. Lang reminded everyone that the board previously passed a motion for documents to be sent out by the Wednesday prior to the meeting, and she requested that all documents be sent out then to give time to

review. Motion by K. Anderson to table until next month if Alli can get the new Handbook sent out in time. Second by M. Faretta. Motion carried (7-0).

Discussion/Action on Collection Development Policy: H. Lang presented the next draft. There was discussion over many points of the policy. H. Lang shared a comment from resident Kelly Lang that supports keeping track of which criteria an item meets to ensure the policy is actually being followed, as well as posting weeded materials a month prior so the public can make a Request for Reconsideration. M. Faretta, K. Anderson, and R. Hajewski reported this will be too much work and the board should not micromanage the Director like that. H. Lang stated that this board is fiscally responsible to the taxpayers and has the authority to set standards for our own library. Additionally, she pointed out that there are library staff members using their personal phones while on the job, indicating work time is available.

M. Faretta took issue with excluding R-rated movies from the collection. R. Hajewski brought samples of R-rated movies and stated he will not vote for the policy on that sentence alone.

R. Spurrell noted that the weeding criteria should not be the inverse of the selection criteria, as this does not permit the staff from removing a book in poor condition on condition alone. R. Hajewski recommended removing any numbered criteria altogether. H. Lang stated that one of the initial goals for revising this policy was to make it more objective; she asked if anyone had ideas for how to make it more objective if the board does not want to include numbered criteria.

H. Lang presented historical children's books that had been weeded and argued that accurate historical materials should not be removed due to lack of circulation alone. Other categories may be removed due to lack of circulation; however, the library can be an engine for cultural change if it removes historical works and replaces them with the narrative the publishers are printing at the time. Specifically, she said a 9/11 eyewitness account book was replaced by one that said Islam is a "peaceful, loving religion", which is a change in narrative.

The board also discussed the exclusion of materials from the access of children that are defined as "Harmful to Children". K. Anderson reported the policy contains terms that are close to censorship, and she is concerned this policy puts responsibility into the hands of the library which should belong to parents. H. Lang argued that by allowing children to access materials that would not be available to them elsewhere, the library is actually doing the opposite of protecting children; everywhere else in the world, children cannot access materials harmful to them unless the parents give consent. K. Anderson recommended different wording that considers age-appropriateness instead of requiring that children cannot access materials defined as "Harmful to Children". M. Rice asked where the definition of "age-appropriate" comes from; K. Anderson reports this is generally understood human development. M. Rice stated that it is better to clearly define this by statute instead of trying to use an undefined category. B. Puza reported that she worked at the county jail for many years; even there she threw away pornography that people brought in for the inmates to read or use. She argued it is wrong to provide that to children in the public library.

H. Lang passed around graphic excerpts from two books that are in the Bridges library system. One is in the Adult Fiction section, and the other is in a variety of Young Adult, YA Graphic, YA Nonfiction, or Graphic Books sections. H. Lang argued that this is what children should have parental consent for in order to access, and as the only legal definition is "adult" or "child", every person under 18 must have parental consent to review materials that may be defined as "Harmful to Children". K. Anderson reported she would not take an excerpt as evidence but would need to see the whole book for context.

The Board discussed the statutory exemption from a Class I felony as listed in WI §948.11. H. Lang read the following from §948.11:

> *"(2)(a) Whoever, with knowledge of the character and content of the material, sells, rents, exhibits, plays, distributes, or loans to a child any harmful material, with or*

without monetary consideration, is guilty of a Class I felony..."
"(4)(a) The legislature finds that libraries and educational institutions...carry out the essential purpose of making available to all citizens a current, balanced collection of books, reference materials..."
"(4)(b) No person who is an employee, a member of the board of directors or a trustee of any of the following is liable to prosecution for violation of this section for acts or omissions while in his or her capacity as an employee, a member of the board of directors or a trustee:...
"(4)(b)(5) A library that receives funding from any unit of government."

K. Anderson argued that this means that libraries are required to provide a balanced collection. H. Lang argued that this does not mean that libraries are required to provide materials to children that would be classified as a felony if anyone else provided them. K. Anderson reports she would prefer to put more of that responsibility onto our library Director, and if someone thinks otherwise, they can utilize the Request for Reconsideration form.

M. Rice stated everyone seems to have the same goal of protecting children; we need to work together to get the wording right.

K. Anderson suggested we wait to pass this policy until we get comments from our new Director. H. Lang requested that we take the necessary time but not push the vote off too much longer, as the policy revision process has already taken months.

R. Spurrell requested K. Anderson to send her wording suggestions to the Board. Motion by K. Anderson to table until next month. Second by M. Faretta. Motion carried (7-0).

Discussion/Action on tracking computer users: H. Lang asked if the library is tracking the names and users of the computers. S. Johansen reports they have been scanning and keeping the sign-in sheets, including names, in a secure file ever since the board revisited the tracking discussion. No action was taken.

Reports:

a. Village of Eagle: no report

b. Town of Eagle: R. Hajewski reported they are reviewing the garbage contract, fire department, and storm water issue in the industrial park.

c. PEASD: K. Anderson reported that the superintendent resigned in March, Todd Gray is filling in, school is ended for the year, and they are working on contract negotiations.

d. FABLE: M. Russell stated that FABLE cannot be listed in a meaningful way in any policy as they do not answer to the library board and are not guaranteed to be permanent. She reported FABLE gave 2 scholarships away to schoolchildren, is hosting an author reception on June 30, will be hosting Alli's retirement party on July 31st, is hosting a picnic in the park for the Summer Reading Program, and will be setting up a bin for school supply donations.

e. Youth Services: The Director's packet contained a report.

f. Library Director: A. Chase reported tomorrow is the beginning of the Summer Reading Program, the library will be hosting the photo contest for the Nature Trail with a reception on September 25th, the parking lot was redone, and the Hug a Horse Memory Cafe was rescheduled. She was interviewed by a local newspaper, the Palmyra Enterprise, which will be published in commemoration of her many years as Eagle's library director.

Discussion on future agenda items: The Incident Report, Personnel Policy, and Strategic Plan are future agenda items.

Motion for closed session pursuant to WI State Statute §19.85(1)(c) for consideration of

employment for a new library director: Motion by M. Faretta to go into closed session. Second by H. Lang.

Roll Call Vote:
M. Rice-Yes
M. Faretta-Yes
R. Spurrell-Yes
K. Anderson-Yes
R. Hajewski-Yes
B. Puza-Yes
H. Lang-Yes

Closed Session: The Board entered closed session at 9:14pm.

Motion to reconvene into Open Session: Motion by H. Lang to reconvene into open session. Second by M. Faretta. Motion carried (7-0).

Open Session: The Board entered open session at 9:33pm.

Discussion/Action regarding closed session discussion: No action was taken.

Adjournment: Motion by K. Anderson to adjourn. Second by M. Faretta. Motion carried (7-0). The meeting adjourned at 9:33pm.