

Ethel Everhard Memorial Library Board of Trustees (Meeting at Village Hall)
December 13, 2021 Meeting Minutes

Finance Committee Meeting: 6:30 p.m. Robotka and Dethlefsen reviewed vouchers.

Presiding Officer: President LeeAnn Kittleson called the meeting to order at 6:48 p.m.

Roll Call: LeeAnn Kittleson, Nancy Nelson, Karen Robotka, and Bruce Dethlefsen, and Director Anna Ludwig present.

Agenda: Motion by Nelson to approve Agenda. Second by Robotka. Motion carried 4-0.

Minutes: Motion by Nelson to approve the minutes from the regular November 8, 2021 meeting. Second by Kittleson. Motion carried 4-0.

Public Comments: None.

Reports:

A. Financial Reports

Motion by Dethlefsen to approve monthly vouchers. Second by Robotka. Motion carried 4-0. Roll call vote: Nelson – yes; Dethlefsen – yes; Robotka – yes, and Kittleson – yes. Monthly income and expense reports from Director. Director noted continued billing from Strand and Associates.

B. Director's Report

- 1-) Monthly statistics/user data presented. Computer use statistics will be estimated during renovation.
- 2-) Calendar reviewed. Library will be closed December 24, 25, 31, 2021 and January 1, 2022.
- 3-) Programming update. Winter Mulling program by Director Ludwig to be offered December 21, 2021, 5 -6 p.m.
- 4-) Grant updates. The Director applied for the Compeer Financial Grant (to improve rural life) and the ARPA Grant from Winnefox (monies toward OverDrive Advantage Account).
- 5-) Moving/Renovation updates. High school and middle school students, other community members helped move library materials to the Village Hall temporary location.

C. Friends of the Library The Friends are choosing a logo for the organization.

Unfinished Business:

A. Library Renovations

Motion by Dethlefsen to cash out and transfer funds from the National Exchange Bank CD to the Library Renovation Account. Second by Nelson. Motion carried 4-0. The Furniture Fund is up to \$8,700. A presentation was made to the Lions Club asking for a donation.

B. Library Operations and Covid 19

No change in library procedures. Masks are still required.

C. 2022 Budget Amendment

Motion by Dethlefsen to table budget amendment until January 2022. Second by Kittleson.

Motion carried 4-0.

New Business:

Employee evaluation and 2022 library staff compensation

1-) Motion to move into Closed Session by Dethlefsen, Second by Nelson. Motion carried 4-0. WI Statute 19.85 (c) *Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility.*

2-) Director's six month evaluation presented by Kittleson.

3-) Motion by Nelson to give all library employees a 3% raise. Second by Dethlefsen. Motion carried 4-0.

4-) Motion to come out of Closed Session by Nelson. Second by Robotka. Motion carried 4-0.

Adjourn Motion by Nelson to adjourn at 8:45 p.m. Second by Robotka. Motion carried 4-0.

Next meeting . January 10, 2022.