

Marshall Community Library Board Meeting

November 19, 2018

Meeting called to order by President Braithwaite at 5:00 pm. Present: Director Armstrong, Freidel, Braithwaite, Wollner, Clayton, alternate Michalak. Absent: Hayden-Gardenier, Riley, Gibbons. Community members present: Village President Schuepbach.

Motion by Friedel, second by Wollner to approve previous month's minutes. Motion carried.

Motion by Freidel, second by Michalak to approve bills for October. Motion carried.

Director's Report

1. Village Clerk would like to look into doing elections at library in future (potential location)
2. Programming highlights: a. Keva Bridge Building STEM Challenge, Pumpkin Pizzazz, Sign Night, Macabre Marshall, Friends Craft Fair, Punk That Paining, Patricia McConnell, Paint Day. b. Upcoming: Book Club, Robots programming STEM Challenge, Friends Bake Sale. c. Mel Stark starting up carving club again on Dec 10th (every Monday). d. Auburn Ridge rented community room on 11-15.
3. Callie has hired one person, starting on Dec 3rd. Second position has been offered.
4. Callie would like to hold a staff in-service day for repairs, training/team-building, cleaning/organizing on Friday, 12/21/18
5. Library sign repair update. President Braithwaite motions we offer an IOU from DL for 1,000, seconded by Friedel, motion carries.
6. Ballard lights along sidewalk were not operative – Weisensel from Sun Prairie came out for free estimate, found the problem and now they are working. Potential to have issue again in future.
7. Three automatic flush valves replaced in patron rest rooms (\$314/ea)
8. Mike Rateike of M&M Landscape trimmed overgrown dogwoods along north side of building and everything else, also removed dead lilac along sidewalk.
9. Finance and Oversight Committee meeting with Armstrong in December.
10. Travel/training line – CA asked Denise to apply the amount from the SCLS CE grant for her certification class to the travel/training expense line. This will increase the amount remaining by \$373.50
11. Fitchburg is going fine-free as of Jan 1, also proposing to hold amnesty days for lost and damaged material frees.
12. Bibliovation demos – not ready yet!

13. All director's meeting news: a. Purge of fines/fees over 10 yrs old and under \$100 passed – Armstrong will make sure to make notes on or save some accounts. B. Flipster, Overdrive, Transparent languages. C. Discussion that libraries should be posting board meeting minutes to websites.

Agenda 1 – Discussion of Village Board action on proposed Library budget: \$1000 increase of village portion was approved. (no action needed).

Agenda 2 – Motion by President Braithwaite to Convene to Closed Session per Wisconsin Statute 19.85(1)(c) for the purpose of considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility. (Library Direction evaluation), second by Wollner. Motion carried.

Agenda 3 – Motion by President Braithwaite to reconvene to Open Session per Wisconsin Statute 19.85(2), second by Clayton. Motion carried.

Agenda 4 – Action if deemed necessary – motion by President Braithwaite to have library board recognized that Callie Armstrong successfully completed probationary period, given her soon-to-be-completed library certification and positive performance review, seconded by Friedel. Motion carried.

Motion to adjourn at 6:05pm by Clayton, second by Michalak. Motion carried.

Minutes submitted by Sarah Wollner, Board Member.