

**Library Board of Trustees—Meeting Minutes**  
**Thursday, September 8, 2022**

The meeting of the Brodhead Memorial Public Library was called to order at 4:00 by President Ann Anderson. Members unable to attend were Cassandra Huffman. Katrina Dunlavy attended via ZOOM. Those members in attendance were Jill Baxter, Kirsten Novy and Nancy Nettesheim.

Nancy Nettesheim made a motion to approve the agenda as written and deviate as necessary. A. Anderson seconded. Motion passed.

K. Novy made a motion to approve the minutes with a spelling correction to be made. A. Anderson seconded the motion. Motion passed.

K. Novy made the motion to use this year's budget, 2022, to cover the costs of Library Director Kyle Domer's classes at UW Madison for the first semester of this academic year. J. Baxter seconded the motion. Motion passed.

Discussion of the Library Personnel Manual was held. Areas of possible revision are vacation days, sick leave and FMLA language.

Motion was made to remove Angela Noel's name from the Bank of Brodhead list of signatories for the library and to add Kyle Domer's. Crystal Willegal will remain as a signatory. Motion made by A. Anderson and seconded by K. Novy. Motion passed .

A. Anderson made a motion to approve the draft of the 2023 Library Budget. K. Novy seconded it. Motion passed.

There were no reimbursements or vouchers for this month. The Financial Report was approved following a motion from A. Anderson and a second from K. Novy.

The Director's Report was approved following a motion from A. Anderson and a second from K. Novy.

Future agent items will include the 2023 budget for the library, and the personnel manual for the library.

A. Anderson made a motion to adjourn at 5:30. Motion was seconded by K. Novy. Meeting adjourned.

Minutes respectfully submitted by Nancy Nettesheim, secretary