

Brodhead Memorial Public Library
April 13, 2023

Meeting of the Brodhead Memorial Public Library Board of Trustees was called to order at 4:02 by President Ann Anderson . Members in attendance were Kisten Novy, Katrina Dunlavy, Jill Baxter, Kassandra Huffman, and Nancy Nettesheim.

Following technical difficulties with the Zoom connection the meeting was placed on hold at 4:04.

The meeting resumed once a connection was made to Zoom. This was at 4:26.

The agenda was approved and consent was given to deviate from order as necessary. Motion made by Kirsten Novy and seconded by Kassandra Huffman.

The minutes for March 27 meeting were approved following a motion by Kirsten Novy and seconded by Ann Anderson. A motion was made to deviate from the agenda by Kirsten Novy and seconded by Kassandra Huffman. The March 6 minutes will be tabled until the next meeting.

There were no public comments.

The Director's Report was presented. There were no vouchers, and reimbursements were tabled until May. Building issues with security were raised. The Library Director was requested to use the LGPI account to update the security CPU as soon as possible. This came on a motion from Kirsten Novy and a second from Ann Anderson. The approval, following a roll call vote, was unanimous. Director's Report was approved on a motion from Kirsten Novy and seconded by Ann Anderson.

The Financial Report was presented . Discussion included staff raises. Financial Report was approved following a motion from Kirsten Novy and second from Jill Baxter.

Financial Policy will be tabled until a future meeting.

Future agenda items include the following:

- Policy review schedule
- Homebound Policy
- Program Room use agreement
- Use of Zoom
- Staff position description updates
- Merit raises

At 5:14, Ann Anderson made a motion to adjourn to closed session. Second came from Kirsten Novy.

Closed session per Wisconsin 19.85(1) (b)
Considering dismissal, demotion, licensing, or discipline of any public employee or person licensed by a board or commission or the investigation of charges against such person, or considering the grant or denial of tenure for a university faculty member, and the taking of formal action on any such matter; provided that the faculty member or other public employee or person licensed is given actual notice of any evidentiary

hearing which may be held prior to final action being taken and of any meeting at which final action may be taken.

The Board left closed session at 6:23 following a motion from Jill Baxter. A second was made by Kassandra Huffman.

The Brodhead Memorial Public Library Board of Trustees will draft and send a letter to Carol Pawlisch in response to her email. This motion was made by Ann Anderson and seconded by Kirsten Novy. The motion was unanimously approved.

A motion was made to adjourn the meeting at 6:24 by Kirsten Novy and seconded by Jill Baxter. Meeting adjourned.

Minutes respectfully submitted by Nancy Nettesheim, secretary