

Brodhead Memorial Public Library
December 19, 2019

The Brodhead Memorial Library Board meeting was called to order by Vice-President Joe Kohlman at 4:00. Those present included: Ann Anderson, Diane Anderson, Cassandra Huffman, Nancy Nettesheim, and Kirsten Novy.

Director Noel requested that the report from the Friends of the Library be moved to a later space on the agenda. The motion to move the report was made by Kirsten Novy and seconded by Ann Anderson. The change was made.

Minutes from the previous meeting were approved on a motion from Diane Anderson and second from Kirsten Novy.

A discussion of the winter weather policy was held. A motion was made to have Ann Anderson draft a letter to the patron who voiced concern over the policy. The motion was made by Diane Anderson and seconded by Cassandra Huffman. The motion passed.

Teresa Bernstein reported on the activities of the Friends of the Library and of their future plans and on the finances of the organization.

A motion was made by Cassandra Huffman to follow the 2020 holiday closure schedule as presented. A second was made by Diane Anderson. The motion passed.

The financial report showed no new vouchers. Kirsten Novy moved to approve purchases at Costco and IKEA for office furniture. Ann Anderson seconded the motion. Motion was approved.

The only reimbursement was to the city of Brodhead for \$1381.51 from SCLS Green County Shared Resources. A motion was made and approved to send the amount to the city with a stipulation that there would be further discussion on earmarking the use of the money following budget decisions. Motion made by Kirsten Novy and seconded by Diane Anderson.

The financial report was approved following a motion from Kirsten Novy and a second from Diane Anderson.

The Director's Report included discussion on building maintenance, technology, and upcoming events. The report was approved following a motion from Kirsten Novy and a second from Ann Anderson.

A motion to adjourn to closed session was made by Kirsten Novy and seconded by Ann Anderson at 4:45. This was for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee(s) over which the government body has jurisdiction or exercises responsibility: wages/raise discussion for library staff.

A motion was made to return to open session by Kirsten Novy at 5:02. A second came from Ann Anderson. Motion passed. Upon return from closed session, Kirsten Novy made a motion to increase the assistant director's hourly wage to \$18.00, give the director a 5% raise, and provide all other library staff with a 2.5% raise. Motion was seconded by Cassandra Huffman. Motion passed.

A discussion was held on the transfer of fine money held at the Bank of Brodhead. A motion was made and approved to transfer the fine money to the city for deposit in the library budget. Motion was made by Ann Anderson and seconded by Kirsten Novy. A voice vote of Library Board members showed all 'ayes'.

Further discussion of the library budget included agreement to pay for cabinets, and security cameras from the transferred fine money and toilets from the Sugar River Bank account. Other lines to benefit from the transfer of money will be programming, books and materials. Kirsten Novy made a motion to approve the 2020 Library budget. A second was made by Kassandra Huffman. A voice vote showed all Library Board members in favor.

Future items to be addressed include: letter to patron, SCLS investments, subcommittee on of library employee positions descriptions, and financial information.

A motion to adjourn was made by Kirsten Novy at 5:20. A second by Diane Anderson was made. Motion was approved.

Minutes respectfully presented by Nancy Nettesheim, secretary