



**Library Board of Trustees—Meeting Minutes
Wednesday, November 10, 2021**

The meeting of the Brodhead Memorial Library Board was called to order by President Kelly Gratz at 4:03 p.m. Those present were Kirsten Novy, Ann Anderson, Nancy Nettesheim, Denessa Jones, and Library Director, Angela Noel. Diane Anderson arrived at 4:10 p.m. Cassandra Huffman was unable to attend.

The agenda was approved following a motion by Kirsten Novy and a second from Ann Anderson.

The minutes were approved following a motion from Ann Anderson and a second from Kirsten Novy.

The snow removal contract for sidewalks and parking lot was discussed. A motion was made by Kelly Gratz to hire Terry Grinnell for the sidewalks at \$60.00 per visit and to contact Rosheisen's to plow the parking lot if they are still interested in continuing to do that. If Rosheisen's choose not to plow, the contract would go to Grinnell. Motion was seconded by Ann Anderson. Motion passed

The replacement of lighting was continued with figures of cost for two options. Since the cost is high, the job will be bid out. Kelly Gratz made a motion that bids for the lighting replacement be pursued. Ann Anderson seconded. Motion passed.

A Library of Things, miscellaneous items to be checked out like small appliances, tools, musical instruments, is a new option the library director would like to pursue. There is a proposed cleaning fee of \$20 for things that are used around food or that may come back dirty. The fees and concept were made into a motion by Diane Anderson and seconded by Kirsten Novy. Motion passed.

The present COVID related service level will remain the same.

The budget update included an \$8,914 reduction in proposed city contributions from our requested appropriation, which will also reduce our future state contributions.

The financial report showed no vouchers and one reimbursement to Angela Noel for \$32.68 for the purchase of zip lock bags. A motion to reimburse Angela Noel was made by Kirsten Novy and seconded by Ann Anderson. The Library also received \$35.00 in restitution from the parties involved in the summer vandalism to the library sidewalk. The financial report was approved on a motion from Kelly Gratz and a second from Diane Anderson.

The Director's Report include cabinetry installation on November 29, temporary cleaning services, and plumbing issues. Diane Anderson made a motion to approve the Director's Report. It was seconded by Kirsten Novy. Motion passed.

Future agenda items include holiday hours and the budget.

Ann Anderson made a motion to enter closed session at 5:28 p.m. It was seconded by Kirsten Novy. Closed session per Wisconsin 1985(1) (c) considering employment, promotion, compensation, or performance evaluation data of any public employee(s) over which the government body has jurisdiction or exercises responsibility: Annual performance evaluation for library director.

A motion was made by Kirsten Novy at 5:51 p.m. to return to open session, a second from Ann Anderson was made. Motion passed. A motion was made by Diane Anderson for the Library Board President to discuss the evaluation with the director. A second was made by Kelly Gratz. Motion passed.

Diane Anderson made a motion to adjourn. Kirsten Novy seconded. Motion passed. Meeting adjourned at 5:53 p.m.

Minutes respectfully submitted by Nancy Nettesheim, Secretary