



**Library Board of Trustees—Meeting Minutes
Thursday, May 19, 2022**

The Brodhead Memorial Public Library Board meeting was called to order at 4:00 p.m. by President Kelly Gratz. Members in attendance were K. Novy, J. Baxter, K. Huffman and N. Nettlesheim. Ann Anderson arrived at 4:45 p.m.

Motion to approve the agenda and deviate as necessary made by K. Novy and seconded by K. Huffman. Motion approved.

Motion to approve the previous month's minutes made by K. Gratz and seconded by K. Novy. Motion passed.

Strategic Planning work was continued with Victoria Solomon.

Election of officers for the year were as follows:

- President: Ann Anderson
- Vice President: Kirsten Novy
- Treasurer: Cassandra Huffman
- Secretary: Nancy Nettlesheim

All officers were approved unanimously. Motion was made to remove Diane Anderson's name as the signatory on the Sugar River library donations account and add Cassandra Huffman. Motion made by K. Novy and seconded by A. Anderson. Motion passed.

Motion to approve the Lower Sugar River Watershed Association's request to hold a Fall Art Show at the Library. Motion was made by K. Gratz and seconded by A. Anderson. Motion was approved.

Motion was made to recommend candidates for open library board seat to Brodhead Mayor. Candidate 4 was recommended for present opening and candidate 1 was recommended for August opening. Motion was made by J. Baxter and seconded by A. Anderson. Motion was approved.

Motion was made to eliminate fines for late materials. The change would go into effect June 1, 2022. Motion was made by A. Anderson and seconded by K. Huffman. Roll call was taken and the motion passed unanimously. Fees for copies, damaged items, and lost items will still apply.

The financial report contained no vouchers. The one reimbursement was to Angela Noel for \$67.26 for materials purchased at Costco. Motion to reimburse Angela Noel was made by K. Gratz and seconded by A. Anderson. Motion was approved. Motion was made to approve the Financial Report by K. Novy and seconded by A. Anderson. Motion passed.

The Director's report was presented. A motion to approve the report was made by K. Novy and seconded by K. Huffman. Motion approved.

Future agenda items could include the following: leaves for the donation tree, interim director, strategic planning.

The Board adjourned to closed session at 6:01 p.m. per Wisconsin 19.85 (1) (c) Considering the employment, promotion, compensation, or performance evaluation data of any public employee(s) over which the government body has jurisdiction or exercises responsibility: director Benefits Payout.

The Board exited closed session at 6:14 p.m. Motion was made by K. Navy and seconded by K. Huffman to pay out library director benefits per current Library personnel manual. The amount will be determined with the City Treasurer for the last check. Roll call vote was taken and all members voted "Aye". Reviewing and updating the Library Personnel Manual will be added to future agendas.

Motion made by K. Novy and seconded by A. Anderson to adjourn at 6:16 p.m. Motion passed. Meeting adjourned.

Minutes respectfully submitted by N. Nettlesheim, Secretary