

**Spring Green Community Library Board Meeting**  
**Monday, October 9, 2023**

**Present:** Ed Lilla, Sue Meise, Linda Thering, Linda Kettner, Jeannie McCarville, Joy Kirkpatrick

**Absent:** Jordan Lagerman

**Library Staff:** Emily Whitmore (director)

**Guests:** Mary Stellick

1. The meeting was called to order by Ed Lilla at 5:00 PM in compliance with the Wisconsin Open Meeting Law.
2. **Review and Adopt Agenda:** Linda Kettner moved to adopt the agenda, seconded by Sue Meise. Motion carried.
3. **Consent agenda:** All matters under this item are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, the item will be removed from the consent agenda and will be considered separately.
  - a. **Review and approve the minutes of September meeting**
  - b. **Approval of Treasurer's Report**
  - c. **Approval of Financial Report**
  - d. **Approval of Bills**Linda Thering moved to approve the consent agenda, seconded by Sue Meise. Motion carried.
4. **Director's Report:** Emily distributed her report.
5. **Friends Update:** Linda Thering reported they talked about fundraising events coming up - Chocolate Lab Book and Bake Sale.
6. Action to convene into closed session under Sections 19.85(1)(f) of the Wisconsin Statutes for "Considering financial, medical, social or personal histories or disciplinary date of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, is discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved is such problems or investigations."
  - a. **New Board Member Conversation**Linda Kettner moved to convene into closed session, seconded by Jeannie McCarville. Roll call vote: McCarville-aye, Kettner-aye, Thering-aye, Meise-aye, Lilla-aye. Motion carried.
7. **Reconvene into Open Session:** Linda Thering moved to reconvene into Open Session, seconded by Jeannie McCarville. Roll call vote: McCarville-aye, Kettner-aye, Thering-aye, Meise-aye, Lilla-aye. Motion carried.
8. **Discussion and possible action on new board members:** no action taken
9. **Unfinished Business – Discussion and possible action on the following:**
  - a. **Library Improvements:** Ed will continue to be in contact with Paul Kardatzke about the roof/soffit project. Emily is in the process of getting prices for library

improvements. Jeannie moved to approve moving to LED lights over the circulation desk not to exceed \$700, seconded by Linda Thering. Motion carried. We need to find someone to do outdoor landscaping.

- b. 2024 Budget update:** Emily distributed information about the cost of health insurance going up.
- c. Security Cameras:** Emily distributed information from Consumer Reports about security cameras. She will report on specific cameras at the next meeting.

**10. New Business – Discussion and possible action on the following:**

- a. Van Guard Account:** We need signed board minutes that show the change in names on the account. Linda Kettner moved to give Ed Lilla and Jordan Lagerman authorization to act on the Spring Green Public Library's Van Guard account, seconded by Sue Meise. Motion carried.
- b. 2023 Fire Inspection:** Emily distributed the report.
- c. 2024 Library Closure Dates:** Linda Thering moved to accept the closing dates as presented for 2024, seconded by Jeannie McCarville. Motion carried.
- d. 2024 Board Meeting Dates:** Linda Kettner moved to approve the dates of the 2024 board meetings, seconded by Linda Thering. Motion carried.
- e. Exterior Door – Access Door proposal:** The proposal to replace the bar on an exterior door is \$2,344. Emily will check with someone else about this repair.
- f. Cleaning Equipment:** \$1,749.99 for a machine to clean the tile and linoleum floors. Emily will look into having the floors cleaned.
- g. Winter Wine Walk 2023:** The chamber is doing a winter wine walk in connection with Country Christmas. Emily is interested in taking part in this and will check into specifics. Linda Kettner moved to go forward project with approval from the village board, seconded by Linda Thering. Motion carried.
- h. Meeting Room Application Update:** Linda Thering moved to approve the updated meeting room application, seconded by Sue Meise. Motion carried.

**11. General Public Comment:** none

**12. Confirm date of next meeting –** Monday, October 30 at 5:00 PM

**13. Adjourn:** Sue Meise moved to adjourn the meeting, seconded by Jeannie McCarville.

**Linda Kettner**