

Spring Green Community Library Board Meeting
Monday, October 30, 2023

Present: Jeannie McCarville, Joy Kirkpatrick, Ed Lilla, Linda Kettner, Linda Thering, Jordan Lagerman

Absent: Sue Meise

Library Staff: Emily Whitmore (director), Bridget Roberts

Guests: Loren Glassbrenner, Dede Holverson, Chris Ferguson, Patricia Zingshein

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 Joy Kirkpatrick. 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.
Linda Kettner moved to remove items a and b, seconded by Joy Kirkpatrick. Motion carried. Jeannie McCarville moved to approve the corrected minutes from the October 9, 2023, meeting, seconded by Linda Kettner. Motion carried. There was no treasurer's report for this meeting.
 - a. Review and approve minutes of October 9, 2023 meeting
 - b. Approval of Treasurer's Report
 - c. Approval of Financial Report
 - d. Approval of Bills
4. **Loren Glasbrenner, River Valley District Administrator – Guest:** Loren distributed an information sheet about the River Valley School District's Strategic Plan 2023-2028 Overview and went over it.
5. **Director's Report:** Emily distributed her report.
6. **Friends Update:** Linda Thering reported that next event coming up is the Book and Bake Sale in conjunction with Country Christmas. The Chocolate Lab will be held in April.
7. **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 in such problems or investigations."
 - a. **New Board Member Conversation**
No action taken
8. **Reconvene into open session:** No action taken

- 9. Discussion and possible action on new board members:** Chris Ferguson and Patrica Zingshein attended the meeting. No action taken.
- 10. Unfinished Business – Discussion and possible action on the following**
- a. Library Improvements:** Ed talked to Paul Kardatzke about the roof/soffit project. Things are on target. Hopefully, we can get someone lined up for the work in 2024. Linda Kettner is still trying to work with Patti Peltier about landscaping.
 - b. Exterior Door – Update:** Emily received a quote for door repair of approximately \$200.
 - c. Winter Wine Walk 2023 – Update:** We are not able to serve alcohol in the building. We will serve non-alcoholic beverages.
 - d. Cleaning Equipment – Update:** Our cleaner recommended purchasing a cleaning machine. The cost would be approximately \$1,700.
- 11. New Business – Discussion and possible action on the following**
- a. Library Policies:** Linda Kettner moved to approve the policies as presented, seconded by Linda Thering. Motion carried.
- 12. General public comment:** none
- 13. Confirm date of next meeting –** Monday, December 4, 2023, at 5:00 PM
- 14. Adjourn:** Linda Kettner moved to adjourn the meeting, seconded by Joy Kirkpatrick. Motion carried.

Linda Kettner