

Spring Green Community Library Board Meeting
Monday, February 12, 2024

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

Absent: Chris Ferguson

Library Staff: Emily Whitmore, director (attended remotely), Bridget Roberts

Guests: Kate Franzmann

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:** Jeannie McCarville moved to adopt the agenda, seconded by Linda Kettner. Motion carried.
3. **Meet the Staff:** Kate Franzmann – introduced herself to the board.
4. **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 minutes of January meeting**
 - b. **Approval of Treasurer's Report**
 - c. **Approval of Financial Report**
 - d. **Approval of Bills**Linda Kettner moved to approve the consent agenda, seconded by Dede Holverson. Motion carried.
5. **Director's Report:** Emily distributed her report. She reported that most of our numbers have gone up in 2023.
6. **Friends Update:** Emily reported they had a great meeting in January and are recruiting new members. The garage sale is planned for July. Joy reported the Chocolate Lab will be April 14, 2024. Tickets are on sale.
7. **Action to convene into closed session under Sections 19.85(1)(c) of the Wisconsin Statutes for "Considering employment, promotion, compensation or performance evaluation date of any public employee over which the governmental body has jurisdiction or exercises responsibility."**

Linda Kettner moved to convene into closed session, seconded by Jordan Lagerman. A roll call vote was taken – Lagerman-aye, Holverson-aye, Kettner-aye, McCarville-aye, Kirkpatrick-aye, Lilla-aye 6 ayes motion carried.

 - a. **Staff Compensation and Discussion**
8. **Reconvene into Open Session:** Joy Kirkpatrick moved to reconvene into open session, seconded by Jeannie McCarville. A roll call vote was taken – Lagerman-aye, Holverson-aye, Kettner-aye, McCarville-aye, Kirkpatrick-aye, Lilla-aye 6 ayes motion carried.
9. **Discussion and possible action on staff compensation:** Joy Kirkpatrick moved to give the Youth Services Librarian a \$.50 per hour raise beginning with the next

pay period based on performance and a 5-month probationary period, seconded by Dede Holverson. Motion carried.

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

- a. Library Improvements:** Ed Lilla reported that Paul Kardatzke brought the project manual for the roof project. Paul is looking at opening bids soon. Emily presented quotes for moving and rearranging furniture, books and equipment in the library, new carpet and paint. There was a quote for new lighting.
- b. Posted board contact information:** Board member names will be posted on the website, emails, phone numbers and addresses will not be posted.

11. New Business - Discussion and possible action on the following:

- a. 2024 Library Annual Report:** Linda Kettner moved to approve the annual report, seconded by Jeannie McCarville. Motion carried.
- b. Homecoming date – 2024:** Linda Kettner moved to close the library early on Sept. 27th, 2024, seconded by Jordan Lagerman. Motion carried.
- c. School Rep:** Dede Holverson will be the River Valley school representative on the library board.
- d. Library Poster – Proof:** Bridget Roberts created a list of librarians and other staff members past and present. This will be framed and displayed.
- e. Tech Money – 2024:** Emily will present a proposal for this project at our next meeting.

12. General Public comment: Dede received a bag of books and said she kept a few books and was told to donate the other books.

13. Confirm date of next meeting – Monday, March 11 at 5:00 PM

14. Adjourn: Joy Kirkpatrick moved to adjourn the meeting, seconded by Jordan Lagerman. Motion carried.

Linda Kettner