

Spring Green Community Library Board Meeting
Monday, September 9, 2024

Present: Chris Ferguson, Linda Kettner Jeannie McCarville, Jordan Lagerman, Dede Holverson, Ed Lilla (virtually)

Absent: Joy Kirkpatrick

Library Staff: Emily Whitmore (director)

Guests:

1. **Call to Order:** The meeting was called to order by Jeannie McCarville 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 Jordan Lagerman. 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 minutes of August meeting
 - b. Approval of Treasurer's Report
 - c. Approval of Financial Report
 - d. Approval of BillsJordan Lagerman moved to approve the consent agenda, seconded by Chris Ferguson. Motion carried.
4. **Director's Report:** Emily's report was distributed. Additional info was given about Lit Fest.
5. **Friends Update:** Planning for the Dec. Book and Bake Sale has begun.
6. **Convene into Closed Session:** 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."
 - a. **Director's Annual Review**
No action taken
7. **Reconvene into open session:** No action taken
8. **Discussion and possible action on Director's Annual Review:** No action taken
9. **Unfinished Business - Discussion and possible action on the following:**
 - a. **Library Improvements:** Emily has reached out to the person in charge of our roofing project. Dates have been chosen.
 - b. **Financial Plan for Library Board Held Funds:** Linda Kettner moved to approve the plan as presented, seconded by Chris Ferguson. Motion carried.
 - c. **Financial Policy:** Linda Kettner moved to approve the plan as presented, seconded by Jordan Lagerman. Motion carried.
10. **New Business – Discussion and possible action on the following:**
 - a. **2024 Board Contribution to Operating Budget:** This will be discussed next month.

- b. SAM.gov Registration:** This is something we need if we ever receive federal funds. Emily and Jordan will work on this.
- c. Board Packet Questions:** Discussion was held about the necessity of info/paper documentation distributed at the meeting. Most of the documentation will now be distributed virtually.
- d. Trustee Training 2024:** This took place in August. The webinars are now online.

11. General Public Comment: none

12. Confirm date of next meeting: Monday, October 7, 2024, at 5:00 PM

13. Adjourn: Dede Holverson moved to adjourn the meeting, seconded by Chris Ferguson. Motion carried.

Linda Kettner