

**Spring Green Community Library Board Meeting
Tuesday, January 7, 2020**

The meeting was called to order by Sue Meise at 5:00 PM in compliance with Open Meeting Law.

Present: Sue Meise, Linda Thering, Linda Kettner, Sam Van Hallgren, Janet Keel, Robin Reid, Ed Lilla, Lisa Renier Thomas (director)

Absent:

Guest: Bridget Roberts

Agenda: Linda Thering moved to accept the agenda, seconded by Janet Keel. Motion carried.

Minutes: Janet Keel moved to accept the minutes from the Dec. 3 meeting, seconded by Sam Van Hallgren. Motion carried.

Treasurer & Financial Reports: Linda Kettner moved to accept the treasurer & financial reports, seconded by Janet Keel. Motion carried.

Approval of Bills: Linda Thering moved to approve the bills, seconded by Robin Reid. Motion carried.

Director's Report: Lisa distributed her report. It's been an exciting time. We have some great adult programming coming up.

Friends Update: They have not had a meeting since the Book and Bake Sale.

Old Business

-Library Garden Updates: Robin Reid is going to the Lions Club meeting and asking to make a proposal regarding the garden at their February meeting. Patti Peltier is going to draw up a garden plan.

-WiFi Access Points Update: Sue Meise met with Jeremy about the price of cabling. She asked for a break-down of the cost of stations. There is a line downstairs with a chase for use. He has a plan for installing the wire and would like to use his own wire. Robin Reid moved to give Sue Meise the latitude to talk with Jeremy for specific information about the installation and make the choice of going with time and materials or a flat rate and make the best decision not to exceed \$1,975, seconded by Jane Keel. Motion carried.

-Funding Information: We have to decide where we want Linda Thering to take the money that we owe the village. Janet Keel moved to take \$18,500 out of the General Saving account marked as accumulated interest and the remainder owed to the village out of the reserved funds and if that isn't possible to take the entire amount out of the saving account, seconded by Robin Reid. Motion carried.

New Business

-Discussion of 2020 Strategic Planning Process: Lisa Renier Thomas wanted to make sure the board was committed to working on a Strategic Plan and working with Shawn Brommer (SCLS).

-Review of staffing, hours, operations: Lisa Renier Thomas distributed a report including the staff list, their role with the library, their wages and daily schedule. We had a discussion about the number of staff and hours. There was discussion about comp time

that Lisa is able to accrue. Robin Reid explained why the number of hours in the employee handbook is there.

Convene into Closed Session under Sections 19.85(1)(c) of the Wisconsin Statutes:

Robin Reid moved to go into closed session, seconded by Sam Van Hallgren. A roll call vote was taken. 7 ayes, 0 nays

Reconvene Open Session: Janet Keel moved to return to Open Session, seconded by Linda Thering. Motion carried. A roll call vote was taken. 7 ayes, 0 nays

We will begin Feb. 1 with the raise. As a board we will have a sub-committee to develop a standard performance review. The sub-committee will consist of Robin Reid, Linda Kettner and Janet Keel. This group will meet with Lisa. Ed moved that beginning Feb. 1, 2020 the director's salary will raise to the 2020 rate along with the sub-committee of the board working with Lisa on a standard performance review, seconded by Robin Reid. Motion carried.

General Public Comment: none

Confirm Date of Next Meeting: Tuesday, Feb. 11, 2020 at 5:00PM

Adjournment: Ed Lilla moved to adjourn this meeting, seconded by Janet Keel. Motion carried.

Respectfully submitted,
Linda Kettner