

The Library Board of Kewaskum, Washington County, Wisconsin met in regular session at the Municipal Building Community Room, 204 First Street.

Committee Members Present: Meltz, Zemlicka, Hesse, Westphal, Mayer, and Radetzky

Excused Absent: Spenner

Staff Members Present: Kreis and Butz

Meeting was called to order by Teresa Meltz at 1:30 p.m., followed by roll call.

Motion by Westphal, seconded by Mayer to approve the July 12, 2021 meeting minutes, voice vote, motion carried.

PUBLIC INPUT – none

FINANCIAL

Approval of Bills – Motion by Zemlicka, seconded by Radeztsky to approve payment of bills, voice vote, motion carried.

Budget Review – Kreis reviewed the budget summary through July 2021.

REPORTS

LIBRARY

Circulation – In July, circulation and e-books usage increased, 42% and 29% respectively. Internet usage has decreased, but wireless usage has increased

Monarch System – Next meeting is August 12, 2021. An offer has been made to a potential new director.

Director's Report – Lori Kreis provided her report:

- At the Washington County Fair interacted with 3,308 people to promote the library. Will pursue changes for next years' fair to improve library promotion
- Summer Learning Program concluded with 188 registrants and over 2400 hours read
- Joanna's last day is August 18th, Nichole's last day is August 19th. Position has been posted and one application has been received
- Received Outreach bill, Kettle Moraine Gardens had 153 checkouts
- Trustee training is scheduled for the week of August 23rd
- Brat fry will be held on August 21st at Piggly Wiggly

Washington County Library Services Board next meeting is August 19, 2021. County Executive, Josh Schoeman, will be in attendance to review the county contract; will be requesting 100% reimbursement based on prior year circulation.

VILLAGE BOARD – no report

SCHOOL DISTRICT – Andy Mayer reported that the new school year starts on September 1, 2021

CHAMBER OF COMMERCE – Connie Zemlicka reported on Chamber of Commerce activities

NEW BUSINESS

Capital Offset Funds – Motion by Meltz, seconded by Zemlicka to setup separate account for the Capital Offset Funds with the amount to be determined, voice vote, motion carried.

OLD BUSINESS

Shared Facilities Analysis/Zimmerman Report – Reviewed meeting held on August 3, 2021 and discussed upcoming meeting on August 17, 2021.

Village of Kewaskum
Library Board
Meeting Minutes
August 9, 2021, 1:30 P.M.

2022 Budget - Lori Kreis presented two versions of the 2022 Budget, one with the Youth Services position remaining part-time and the other with the position being full-time.

Closed Session – Youth Services Librarian Salary – Motion by Meltz, seconded by Zemlicka to convene into closed session at 2:25 p.m. to discuss the Youth Services Librarian Salary, carried unanimously by roll call vote.

Motion by Meltz, seconded by Zemlicka to reconvene into open session at 2:52 p.m., carried unanimously by roll call vote, with Radeztsky no vote/excused absent.

Youth Services Librarian Job Description – Motion by Meltz, seconded by Hesse to approve Youth Services Librarian Job Description with removing Assistant Director, stays at 29 hours/week, remove references to “absence of library director” and MLS is preferred not required, voice vote, motion carried.

Library Director Job Description – Motion by Meltz, seconded by Mayer to approve Library Director Job Description, voice vote, motion carried.

Next meeting is September 13, 2021 at 1:30 p.m.

Motion by Hesse, seconded by Westphal to adjourn meeting at 2:57 p.m.

Tammy Butz
Village Clerk