

Village of Kewaskum
Library Board
Meeting Minutes
September 12, 2022, 1:30 P.M.

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

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

Excused Absent: Radeztsky

Staff Members Present: Kreis, Gitter and Butz

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

Motion by Martin, seconded by Zemlicka to approve the August 8, 2022 minute, voice vote, motion carried.

PUBLIC INPUT – none

FINANCIAL

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

Budget Review – Kreis reviewed the budget summary through August 2022 and noted that additional summer programming expense of \$100 was a donation from the Women's Club.

REPORTS

LIBRARY

Circulation – Circulation was up 1.85%, Ancestry usage had 11 logins, AtoZ and audio books continue to be popular.

Monarch System – Met on August 11, 2022; discussed Gale Marketing Courses which may be replaced by VEGA by Innovative, looking for partners to promote programming, decided not to use Patron Point, Monarch Office Assistant hired and working on a new website for Monarch.

Director's Report – Kreis provided her report:

- New hire resigned after 3 days; interviews scheduled for August 13th
- Summer program was successful
- New brochure for fall programs and added online registration
- WLA continuing education in October, may attend one day
- Trustee Training was held the last week of August; Juli Hesse provided summary
- Reference week was August 15th -20th
- Brat fry fundraiser at Piggly Wiggly on September 24th
- Baker & Taylor had a ransomware attack and was down for two weeks
- Slow start for the Food for Fines program

VILLAGE BOARD – Martin provided an update on Village Board activities

SCHOOL DISTRICT – Mayer reported that school is back in session and on staffing changes

CHAMBER OF COMMERCE – Zemlicka reported on chamber activities including the vendor show and Christmas Parade & cookie hunt

COMMUNITY INVESTMENT COMMITTEE- no report

NEW BUSINESS

Motion by Martin, seconded by Zemlicka to approve Telephone Use Policy, voice vote, motion carried.

September 12, 2022, 1:30 P.M.

Motion by Meltz, second by Martin to convene into Closed Session at 2:25 p.m. pursuant to Section 19.85(1)(c) Wis. Stats. to discuss the Director's performance evaluation, carried by roll call vote: Westphal – aye, Hesse – aye, Mayer – aye, Zemlicka – aye, Meltz – aye, Martin – aye (6-0)

Motion by Martin, seconded by Zemlicka to reconvene into Open Session at 2:48 p.m. pursuant to Section 19.85(2) Wis. Stats, voice vote, motion carried.

No action taken on Director's performance evaluation.

OLD BUSINESS

No action taken on the 2023 Library Budget.

Next meeting date October 10, 2022 at 1:30 p.m.

Motion by Meltz, seconded by Zemlicka to adjourn at 3:07.

Tammy Butz
Village Clerk