

**Village of Kewaskum**  
**Library Board**  
**Meeting Minutes**  
October 10, 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, Radeztsky, Mayer and Zemlicka

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 Westphal to approve the September 12, 2022 minutes, voice vote, motion carried.

**PUBLIC INPUT** – none

**FINANCIAL**

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

**Budget Review** – Kreis reviewed the budget summary through September 2022 and noted that Capital Outlay expense of \$346.61 was for new computer chairs.

**REPORTS**

**LIBRARY**

**Circulation** – September circulation was up 1.33%.

**Monarch System** – Next meeting is October 13, 2022.

**Director's Report** – Kreis provided her report:

- Library Circulation Assistant position posted
- Annual review completed for Kim Kluge
- Tech Days attended in September
- Brat Fry netted \$475.58; \$356.68 in sales the rest in donations
- Book Sale in progress with \$5 per bag of books
- Food for Fines promotion waive \$10 in fines

**VILLAGE BOARD** – Martin provided an update on Village Board activities

**SCHOOL DISTRICT** – Mayer reported that Battle of the Books is being promoted at school.

**CHAMBER OF COMMERCE** – Zemlicka reported on chamber activities including the vendor show, Christmas Parade & cookie hunt and Wine Walk.

**COMMUNITY INVESTMENT COMMITTEE**- no report

**NEW BUSINESS**

Administrator Gitter presented on floor plans and renderings for the new Shared Facilities. No action taken.

Motion by Meltz, seconded by Martin to convene into Closed Session at 2:23 p.m. pursuant to Wis. Stats. 19.85(1)(c) to discuss Director's performance evaluation, carried by roll call vote: Radeztsky – aye, Mayer – aye, Zemlicka – aye, Meltz – aye, Martin – aye, Westphal – aye and Hesse – aye (7-0).

Motion by Zemlicka, seconded by Mayer to reconvene into Open Session at 2:47 p.m. pursuant to Wis. Stats. 19.85(2), voice vote, motion carried.

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Motion by Meltz, seconded by Zemlicka to approve Director's evaluation and increasing wage to \$64,500 in Grade 10 Range 4 effective January 1, 2023, voice vote, motion carried.

**OLD BUSINESS**

Motion by Meltz, seconded by Radeztsky, to approve the 2023 Library Budget, voice vote, motion carried.

Next meeting date November 14, 2022 at 1:30 p.m.

Motion by Meltz, seconded by Zemlicka to adjourn at 3:06.

Tammy Butz  
Village Clerk