

Village of Kewaskum
Library Board
Meeting Minutes
September 11, 2023, 1:30 P.M.

The Library Board of Kewaskum, Washington County, Wisconsin met in regular session at The Village of Kewaskum Community Room at 204 First St.

Committee Members Present: Hesse, Parse, Mayer, Radeztsky, Westphal, and Zemlicka

Excused: Chambers

Staff Members Present: Kreis, Gitter and Theisen

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

APPROVE MINUTES OF AUGUST 14, 2023

Motion by Mayer, seconded by Parse to approve the August 14, 2023 minutes with the correction of "July 10, 2023" under minutes. Voice vote, motion carried.

PUBLIC INPUT – None

FINANCIALS

Approval of Bills – Motion by Parse, seconded by Zemlicka to approve the payment of bills. Voice vote, motion carried.

Budget Review – Kreis reviewed.

REPORTS

LIBRARY

Circulation – Kreis reported on the August circulation numbers.

Monarch System – Kreis provided an update on the Monarch System.

Director's Report – Kreis provided her report.

VILLAGE BOARD – No Report

ECONOMIC DEVELOPMENT/ADVISORY COMMITTEE - No Report

SCHOOL DISTRICT – No Report

KEWASKUM PUBLIC LIBRARY FOUNDATION, INC. – Kreis reported that the Foundation is continuing to work on a logo and a donation letter.

NEW BUSINESS

Shared Facilities (possible action) - Motion by Mayer, seconded by Parse if PNC is not an option (with verification by Village Administrator, Adam Gitter), the Library Board authorizes up to \$25,000 to explore the current Annex location by Excel with the approval by the Village Board. Voice vote, motion carried.

Financial Policy (possible action) – Motion by Zemlicka, seconded by Radeztsky to approve and adopt the Financial Policy. Voice vote, motion carried.

Motion to convene into Closed Session as follows (roll call vote required) – Motion by Hesse, seconded by Parse to convene into closed session at 2:34 P.M. pursuant to WI Statue 19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Specifically, to be discussed is the Director's performance evaluation. Present in Closed Session will be the Library Board and Library Director. Roll call vote: Hesse – aye, Parse - aye, Mayer – aye, Radeztsky – aye, Westphal - aye, Zemlicka – aye. (6-0) Motion carried.

Motion to convene into Open Session pursuant to Section 19.85(2) Wis. Stats to act on items from Closed Session (possible action) – Motion by Hesse, seconded by Parse to convene into Open Session at 2:49 P.M. Roll call vote: Hesse – aye, Parse - aye, Mayer – aye, Radeztsky – aye, Westphal - aye, Zemlicka – aye. (6-0) Motion carried.

Discussion on Director's performance evaluation (possible action) – No action taken.

OLD BUSINESS

2024 Budget (possible action) – Motion by Parse, seconded by Mayer to approve the 2024 Budget, pending approval from the Village Board. Voice vote, motion carried.

Next Meeting Date: Monday, October 9, 2023 at 1:30 p.m.

Motion by Radeztsky, seconded by Parse to adjourn at 3:16 P.M.

Tocarra Theisen
Deputy Village Clerk