

February Minutes of the Slinger Community Library Board
Monday, February 11, 2019

The meeting of the Slinger Community Library Board of Trustees of the Village of Slinger was called to order by Library Board President Cheryl Korinek at 220 Slinger Road, Slinger, WI, at 4:31 pm on Monday, February 11, 2019 in accordance with Notice of Meeting delivered to the members on February 8, 2019.

Roll Call and Confirmation of Open Meetings Law:

| | <u>Present</u> | <u>Absent</u> |
|-------------------|----------------|---------------|
| Cheryl Korinek | X | |
| Linda Brandt | X | |
| Holly Koerner | X(4:33) | |
| Marlyss Thiel | X | |
| Vicky Farr | | X (excused) |
| Donna Moldenhauer | X | |
| | 5 | 1 |

Also present:

Patty Peters, Children’s Librarian & Assistant Library Director; Interim Library Director
Jessi Balcom, Village Administrator
Margaret Wilber, Village Treasurer

I. Public Appearance – Open for Public Comment

There were no public comments.

II. Consideration and possible action regarding the minutes of the January 14, 2019 meeting.

Motion by Brandt/Moldenhauer to accept minutes as presented. Motion carried.

III. Consideration and possible action regarding vouchers January 11 – February 8, 2019

Motion by Brandt/Moldenhauer to accept vouchers as presented. Motion carried.

IV. Consideration and possible action regarding the minutes of the special board meeting February 6, 2019

Motion by Brandt/Thiel to accept minutes as presented. Motion carried.

V. Old Business

A. Review and Action

- i. Staffing Update – Gift card for director search consultant - \$206.94 from contingency fund. Leslie Schultz has been offered the Slinger Library Director position, hopeful start date of March 11 or 18, 2019 - \$52,000 per year/3 weeks’ vacation

15-hour Clerk position is open; new hire resigned.
This position will not be posted until new director is onboarded.
The Summer Program Assistant Position will be posted.
- ii. Policy Update – Discussed Collection Development and Maintenance Policy, Board will review at the March 2019 meeting. Going forward each policy will systematically be reviewed under the direction of the new library board director.
- iii. Unreserved Funds & CD’s Renewals – Village Treasurer Wilber will handle signature changes.

V. New Business

A. Review and Action

- i. Long Range Plan – will be placed on new director to review and come with suggestions to the board in Oct/Nov 2019
- ii. State Annual Library Report – Interim Director Peters is completing this, Library Board President will need to sign the reviewed printed report.

VI. Librarian's Report

Canon Image Runner Copier – This copier is having issues. No service agreement on this machine. A representative was out to assess and told us it needs 4 new drums plus service fee which would be \$1650 plus anything else that might be found. After assessing machine, they would then discuss a service contract with us. We are also getting quotes on what a new machine with service contract would cost. Prices and comparisons will be reviewed and then a decision will be made to repair, purchase or lease.

- A. Circulation and Library Use Statistics – January 2019 Circulation is 6820 items, down 3% (a difference of 177 books from January 2018)
- B. Library Program Report – Children's Statistics: Library Club, Teddy Bear Time, Read Rhyme & Rhythm, Adult Craft Day Wood Painting, DIY Lip Balm

VII. Closed Session

Pursuant to Authorization Conferred by WI Statute 19.851(c)- Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. (Staff Wages and Hours, Director hiring process)
Motion by Brandt/Thiel to go into closed session.

Roll call vote was taken to go into closed session to include Administrator Balcom at 5:25 pm Yeas: Korinek, Brandt, Koerner, Moldenhauer, Thiel Nays: None

VIII. Return to Open Session - Motion by Brandt/Koerner to come out of closed session.

Roll call vote was taken to leave closed session at 5:45 pm Yeas: Korinek, Brandt, Koerner, Moldenhauer, Thiel Nays: None

Motion by Brandt/Thiel effective 2/12/2019 Circulation Services Librarian authorized to work up to 25 hours per week. At the discretion of the library director and based on library needs clerk staff is approved to work up to 19 hours per week on an as needed basis. All interim pay increases end as of the start date of the new director. Motion Carried.

IX. Next Meeting Date: Monday March 11, 2019 at 4:30 pm.

X. Adjourn Meeting

Motion by Moldenhauer/Thiel to adjourn at 5:50 pm. Motion carried.

Respectfully Submitted,

Patty Peters Interim Director & Designated Secretary to the Library Board /LF