

BE Library Board Minutes 8-18-20

Join Zoom Meeting

<https://us02web.zoom.us/j/89590724047?pwd=dzRpRVkxRldjRExRcFR4Z1BUMHUxZz09>

Meeting ID: 895 9072 4047

Passcode: 506385

1. Call to order

- Linda called to order at 7:06 p.m.

2. Roll call of members

- Linda, Angie, Gary, Heather, Mary present with Carolyn

3. Proof of posting

- Linda read the proof of posting.

4. Adoption/amendment of agenda

- Gary motioned to adopt
- Mary seconded
- Motion carried

5. Reading and approval of minutes

- Gary motioned to amend the minutes
- Mary seconded the motion
- Motion carried

6. Village update

- Mary gave the Village update. The meeting started in closed session. No plan to create a new Village Employee Handbook, according to Shellie Benish.

7. Discussion/Action on report/recommendations from Library Communications & Finance Subcommittee

- Linda shared some updates from Shellie Benish and the Employee Trust Fund. Shellie stated that some parts of the Village Employee Handbook do need to be updated. Joann Hart provided good advice according to the information from the Employee Trust Fund representative.
- LFCS met on 7/27/20 and developed 4 budget goals.
 - **Budget Goal 1:** To get an approved draft budget to the LFCS in August for review and forwarded to the Library Board in September for review with the goal of approval.
 - **Budget Goal 2:** To have a Library Board member attend the budget workshop in addition to the library board representative on the Village Board and Library Director to support the presentation of the Budget.
 - **Budget Goal 3:** The LFCS will review all sources of funds ancillary to the Village budget
 - **Budget Goal 4:** The LFCS will review the current Village Employee Handbook in August this year, with a goal of moving this to July next year, and if necessary, make recommendations as to how to move forward regarding Library employee concerns and benefits.

8. Discussion/Action 2021 Library Budget Proposal

- Discussion regarding very preliminary budget proposal

9. Consideration/motion to enter into closed session pursuant to Wis. Stats. 19.85(1) (c)
Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.(Library director annual review)

(Roll call vote)

- Gary motioned to enter closed session
- Angie seconded the motion
- Linda aye, Angie, aye, Gary aye, Heather aye, Mary aye

10. Consideration/motion to arise from closed session

- Heather motioned to arise from closed session
- Gary seconded
- Motion passed.

11. Consideration/motion to approve the Director's performance evaluation

- Heather motioned to approve the Director's performance evaluation.
- Gary seconded
- Motion passed

- Heather created a motion to ask the LFCS to create a policy recommendation regarding performance and cost-of-living raises, and to bring it back to the Library Board for consideration. Recommendation to include a calendar when specific raises take effect.
- Angie seconded the motion
- Motion passed

12. Discussion/Action creation of Library Building Project Sub-committee (LBPS)

- Mary and Caroline would like to work with Pat Mommaerts from the Friends of Black Earth Library to create this subcommittee
- Gary motioned to create the LBPS
- Heather seconded the motion
- Motion passed

13. Friends of the Library update

- No meeting. The Friend's membership may be the only fundraiser for the year. May do the auction online as well. Mary recommended considering a reserve for online bids.

14. Treasurer's Report

- Gary presented the Treasurer's report. Nothing outstanding. Everything's balanced and it's all good.
- Angie motioned to accept the report.
- Mary seconded the motion
- Motion passed

15. Action on bills

- Linda/Carolyn presented the bills.
- Angie motioned to accept the bills.
- Heather seconded the motion
- Motion passed

16. Director's Report

- Discussion regarding the memorandum for the Ripple Project. Mary brought up discussion regarding the term white supremacy in the memorandum. Carolyn will follow up with the writers and get back to the Library Board.
- Linda will wait to sign the memorandum until the Library Board members get the information
- Discussion regarding the delivery rebate due to reduced services.
- Heather motioned to accept the Director's Report
- Gary seconded the motion
- Motion passed

17. Any other business that may legally be brought before the board

- From the LFCS: consideration to ask the Library Board to review and possibly eliminate the practice of providing a preliminary budget to the Village Administrator without Library Board Approval.
- Gary motioned to have the LFCS draft the sharing of the preliminary budget policy and bring it back to the September Library Board meeting.
- Heather seconded
- Motion passed

18. Adjournment

- Gary motioned to adjourn at 8:55 p.m.
- Angie seconded
- Motion passed.