

## Black Earth Library Board Minutes 12-16-20

<https://us02web.zoom.us/j/89123726298?pwd=VU1aME5vVjhkazNYMW9DRWgzeGFIZz09>

Meeting ID: 891 2372 6298

Passcode: 952441

Or by phone: dial +1 312 626 6799 US (Chicago), using same meeting ID and passcode as above.

Closed session:

<https://us02web.zoom.us/j/84696382264?pwd=ZTlpTWovVzdFMVloTkpJRnovTExDQT09>

### 1. Call to order

- Linda called the meeting to order at 7:00 p.m.

### 2. Name substitute secretary for this meeting

- Schuetz motioned to nominate Updike as the secretary for this meeting, Linda seconded
- Motion carried

### 3. Roll call of members

- Schuetz, Updike, Scott, Colby, present with Shaffer
- Members of the public: Joe Block, Scott Patchin, Jeannie (from village office), Gary Olson and Pat Mommaerts and Lisa Lutz

### 4. Proof of posting

- Colby read the proof of posting

### 5. Adoption/amendment of agenda

- Schuetz motioned to adopt the agenda amended to include public comment.
- Scott seconded the motion
- Motion passed

### 6. Reading and approval of minutes

- Updike motioned to approve the minutes, with the correction noted of changing her to Shaffer
- Schuetz seconded
- Motion passed

### 7. Discussion/Action on reassignment of trustee offices

- Colby motioned to have Schuetz serve as President with Updike serving as Vice President and Secretary and Linda remaining a library trustee
- Scott seconded
- Motion passed

8. Discussion/Action on library director resignation
  - Schuetz motioned to accept the letter of resignation
  - Scott seconded
  - Discussion was had about the transition plan including Kirsten being the acting director for 2 months (until the end of March), having a committee (Colby and Updike) work with Shaffer on an updated job description and an advertisement for the job to be done with a target date of January 15th to be brought to the January 20th Library Board meeting. Mary will be giving the library report at the Village Board meetings.
  - Shaffer read a statement
  - Motion carried
  
9. Discussion/Action on signing of DCLS extension of library services contract
  - $\frac{1}{3}$  of the library budget comes from this. The amount is calculated from county tax of non-village resident users of the library. This amount is always 2 years behind.
  - Updike motioned to have Schuetz and Updike sign the contract
  - Colby seconded
  - Motion carried
  
10. Friends of the Library update
  - Gary Olsen gave an update about the virtual silent auction that the Friends coordinated as their fundraiser. Lutz said the current amount is \$770 raised, with the possibility of more money once all bids are in, making it wildly successful
  
11. Village update
  - Scott gave the Village update. The village board voted to have an in-depth audit for the library. During the library committee report Scott was asked about the library closed session and whether the village closed session was included during that time. Scott informed the village board that it would not be discussed until the December meeting, due to needing to have it legally posted for the library board to discuss.
  
12. Discussion/Action on Library Communications & Finance Subcommittee recommended Mission statement, update on statements on racial equity and library board autonomy
  - Updike motioned to approve the mission statement, with the addition of “and \*work with the library director\* to provide an annual draft budget to the library board.”
  - Colby seconded the motion
  - Discussion was had that the LCFS will work on the statements on racial equity and library board autonomy during their December meeting
  - Motion carried
  
13. Treasurer’s Report
  - Schuetz gave the Treasurer’s report
  - Updike motioned to approve
  - Colby seconded the motion
  - Motion carried

14. Action on bills

- Schuetz presented the bills
- Schuetz motioned to approve the bills
- Scott seconded the motion
- Motion carried

15. Director's Report

- Carolyn presented the Director's Report.
- Updike motioned to accept the amended Director's Report
- Colby seconded the motion
- Motion carried

16. Consideration/motion to enter into closed session pursuant to Wis. Stats 19385(1)(f) Considering financial, medical, social or personal histories or disciplinary data of specific person, preliminary consideration of specific personnel problems or the investigation of charges against specific person except where par (b) which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. (Library director allegations) (Roll call vote)

- Colby motioned to enter into closed session
- Scott seconded
- Roll call vote: Updike-aye, Colby-aye, Scott-aye, Schuetz-aye

17. Consideration/motion to arise from closed session

- Schuetz motioned to arise from closed session
- Updike seconded
- Motion carried

18. Consideration/motion on action from closed session

- Updike motioned to approve a statement being read at the library report of the Village Board meeting
- Colby seconded
- Motion carried
  
- Updike motioned The Library Board is aware that the Village Board voted on an audit. Why wasn't the library audit noted in the Village Board agenda and why wasn't the Library Board and Library Director notified a library audit would be discussed at the village board. What statute authorizes the village to conduct an audit?
- Colby seconded
- After discussion, Updike withdrew the motion, Colby withdrew her second.
- Updike motioned for Scott to ask the Village Board this during the open session of the Village Board meeting. The Library Board is aware that the Village Board voted on an

audit. Why is this audit necessary when there is not building/renovation plan for the library at this time? What authority does the village have to conduct the audit?

- Colby seconded
- Motion carried
  
- Updike motioned the Library Board directs the Library Board President to request the review of Carolyn's personnel file from the village office
- Colby seconded
- Motion carried

19. Discussion/Action considering available information on mediation services, such as, from LWM, WI Institute for Public Policy & Service/UW-System on possible joint Village Board/Library Board meeting

- Scott shared information about a mediator
- Colby motioned to have Scott share this during her village board meeting library report to consider mediation services between the library and the village board during a joint meeting.
- Scott seconded
- After discussion, Colby amended the motion-The Library Board will ask Scott to contact WIPPS to set up a joint village/library meeting with a mediator
- Scott seconded
- Motion carried

20. Adjournment

- Updike moved to adjourn the meeting at 10:57 p.m.
- Colby seconded
- Motion carried