
BOARD OF TRUSTEES

Amee Janus, President
Beth Hendrix, Vice President
John Poole, Treasurer
Kathey Czischke, Secretary
Katie Bjorkman
Kim Chesser
Kevin Fitzgerald
Nancy Kemp
Kelly Sweeting

Board of Trustees Meeting

5:30pm, Monday, March 25, 2024

Twin Lakes Building

110 S. Lake Avenue, Twin Lakes, WI

Meeting Minutes

LeeAnn Briese, Director

24615 89th Street
Salem, WI 53168
(262) 843-3348 Telephone
(262) 843-3144 Fax
communitylib.org

Present: President Janus, Trustees: Bjorkman, Chesser, Czischke, Fitzgerald, Hendrix, Kemp, Poole

Absent: Trustee: Sweeting

Administration: LeeAnn Briese, Director

1. **Call to order** – President Janus called the meeting to order at 5:30pm.
2. **Pledge of Allegiance and Roll Call**
3. **Minutes from the board meetings held Monday, February 26, 2024**
Trustee Hendrix noted the date for the February meeting needed to be changed from February 24 to February 26. Motion made by President Janus to accept the minutes of the meeting held Monday, February 26, 2024, with the date change, seconded by Trustee Kemp. Passed unanimously.
4. **Citizens comments** – One comment was made.
5. **Financials**
Motion made by Trustee Poole to move \$100,000.00 from the Money Market to the LGIP – Reserved Operating Fund, seconded by Trustee Bjorkman. Motion made by Trustee Fitzgerald to accept the financial report as presented, seconded by Trustee Kemp. Passed unanimously.
6. **Bills for payment**
Motion made by Trustee Kemp to pay all bills as presented, seconded by President Janus. Passed unanimously.
7. **Food for Fines**
Motion made by President Janus to hold a Food for Fines event during National Library week, the week of April 8, seconded by Trustee Hendrix. Passes unanimously.
8. **Sealcoating the Salem parking lot**
Motion made by Trustee Fitzgerald to accept Mike’s Sealcoat bid in the amount of \$5,286.00, pending positive reviews on similar projects, seconded by Trustee Chesser. Passes unanimously.
9. **Director’s Report**
Director Briese reported that staff created and prepared 43 programs in February with 565 attendees and 49 programs in March with over 400 attendees so far. Local arborist Kevin Nolan presented a program on native plants, Chef Susan Maddox presented a cooking program on brunch recipes and author Kristine Hansen presented a program on her book about Frank Lloyd Wright. Those three programs brought in 60 patrons. Spring break programs will be held during the week of March 25. Presenter David Stokes brought reptiles for his backyard wildlife program on March 23. Over 60 people attended the program. We received solar eclipse glasses for our patrons to view the solar eclipse on April 8. There is a limited supply and we are asking patrons to take one pair of glasses per family. Arborist, Kevin Nolan will be back to present a program on native plants in April. Antiques Road Show host, Mark Moran will be at Salem on May 18. Patrons may sign up to bring one item to get appraised. More information will be posted on our website. The Summer Reading Program begins on June 3. Municipalities were contacted regarding their representatives term ending

on April 30.

10. Correspondence – None

11. Standing committee reports

a. Asset Inventory & Facilities – None

b. Personnel & Finance

Director's performance evaluation and Employee Agreement

Motion made by President Janus to go into closed session, seconded by Trustee Czischke. A roll call vote was taken to go into closed session pursuant to Wisconsin Statutes Section 19.85(1)(c) to consider item 11b. Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Passed unanimously.

Motion made by President Janus to go into open session, seconded by Trustee Hendrix. A roll call vote was taken to convene into open session. Passed unanimously.

Motion made by Trustee Fitzgerald to approve the Director's Employee Agreement as presented, seconded by Trustee Czischke. Passes unanimously.

c. Policy & Services – None

d. Foundations & Memorials – None

12. New business – None

13. Friends of the Library report

Trustee Czischke reminded everyone that the Spring Bling Fling will be held on April 12, 13, 19 and 20. Volunteers are needed to set up. The next book sale will be May 2-4.

14. Date, time and location for the next meeting – Monday, April 22, 2024 at Salem at 5:30pm.

15. Adjournment

President Janus adjourned the meeting at 6:51pm.

Minutes respectfully submitted by Director Briese.