

**Library Board Minutes
GREENDALE PUBLIC LIBRARY
Wednesday, February 26, 2020**

President Amidzich called the Regular meeting of the Greendale Public Library Board of Trustees to order at 5:30 PM.

Trustees Present: Amidzich, Genz, Huberty, Jensen, Unger
Excused: Dombrowski
Also Present: Van Klooster- Library Director

Library Director Van Klooster stated that the Agenda for this meeting had been published in compliance with the Open Meetings Law.

PUBLIC COMMENTS

NONE

APPROVAL OF THE MINUTES

Trustee Unger moved, Trustee Genz seconded approval of the January 15, 2020 minutes.
Ayes: All Noes: None Motion : Carried

APPROVAL OF FINANCIAL REPORTS

Check Register: January 2020

Trustee Dombrowski moved, Trustee Unger seconded approval of the January and February 2019 expenditures in the total amount of \$10,196.69
Ayes: All Noes: None Motion : Carried

REVIEW OF FINANCIAL STATEMENTS

- a) Expenditures to Actual Comparison: December 2019 (Feb 10, 2020), January 2020
- b) Revenue to Actual Comparison: December 2019 (Feb 10, 2020), January 2020
- c) Balance Sheet: January/February 2020 Balance Sheet available in March per Village Deputy Treasurer

UNFINISHED BUSINESS

NONE

NEW BUSINESS

- a) Consider a motion to approve submittal of 2019 Wisconsin Public Library Annual Report to DPI

Trustee Huberty moved, Trustee Jensen seconded, approving submittal of the report with the address change as noted by President Amidzich. Unger requested clarification on the meaning of two report items.
Ayes: All Noes: None Motion : Carried

- b) Consider a motion to adopt the Village of Greendale Personnel Manual, and Library Personnel Manual Amendments with Work Rules

Trustee Jensen moved, and Trustee Genz seconded, to table this item for discussion at the March meeting. It was recommended to follow Village legal holiday policy for the Friday before Easter, and fix various grammatical errors in the Work Rules as discussed.

c) Board self-evaluation reminder

President Amidzich reminded the Board that the annual self-evaluation is due for discussion at the April meeting. Van Klooster will prepare the online evaluation form and forward the information to Amidzich for her to distribute to Board members.

d) Code of Conduct policy revision review

Van Klooster explained the changes to the previous Code of Conduct that are shown in the revised version. President Amidzich noted that the Middle School after school Study Club was started around the same time that behavior concerns began receiving documentation we still have on file (around 2008-2010). She noted that the Middle School is considering another strategy to address behavior and support the library, students and community users after school. Trustee Unger shared some library behavior policies she found that specifically address youth and asked if this might be helpful. Van Klooster said he would discuss this topic further with Unger in the future and bring back recommendations to the full Board if appropriate.

INFORMATIONAL AND DISCUSSION ITEMS

- a) Director's Report: passed out Gallup Poll highlights for distribution to Village Trustees, said Cheers to Education went off without a hitch
- b) Library Staff Report: no additional highlights
- c) President's Report: Board self-evaluation reminder
- d) Friends/Foundation Report: highlights included upcoming events, Friends online newsletter, merger loose ends, online membership

CORRESPONDENCE

NONE

ADJOURNMENT

The meeting adjourned at 6:55 PM.