

**Library Board Minutes
GREENDALE PUBLIC LIBRARY
Wednesday, March 20, 2019**

Trustee Huberty called the Regular meeting of the Greendale Public Library Board of Trustees to order at 5:00 PM.

Trustees Present: Dombrowski, Genz, Huberty, Unger
Excused: Amidzich, Kiltz, Jensen
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 Genz moved, Trustee Dombrowski seconded approval of the January 16, 2019 minutes.

Ayes: All
Noes: None
Motion to approve: Carried

APPROVAL OF FINANCIAL REPORTS

Check Register: January 2019, February 2019

Trustee Dombrowski moved, Trustee Unger seconded approval of the January and February 2019 expenditures in the total amount of \$72,108.70

Ayes: All
Noes: None
Motion to approve: Carried

REVIEW OF FINANCIAL STATEMENTS

- a) Expenditures to Actual Comparison: 12/18, 14/18 01/19, 02/19
- b) Revenue to Actual Comparison: 12/18, 14/18 01/19, 02/19
- c) Balance Sheet: 12/18, 01/19

UNFINISHED BUSINESS

None

NEW BUSINESS

- a) Review of presentation by Steve Heser

Van Klooster summarized Heser's discussion with Amidzich on 1/20, noting the discussion included an introduction, review of MCFLS Summary of Services brochure, and MCFLS areas of involvement and particular concern with PLSR. Dombrowski recommended that Heser be invited back to a future meeting if activity with PLSR picks up again.

- b) Review of meeting summaries of Van Klooster with Stu Wilson and Friends

Van Klooster summarized the packet memos. Huberty noted she attended the previous evening's Friends meeting where the same memos were discussed, and said their discussion indicated the Friends and Foundation would recombine in a way that allows them to continue using the Friends name. Two new individuals were at the meeting which was encouraging.

- c) Change staff professional development date

Trustee Dombrowski moved, Trustee Genz seconded changing the library staff professional development day from May 24 to November 22.

Ayes: All
Noes: None
Motion to approve: Carried

- d) Board self evaluation

Members present selected the *Board Self Evaluation Questionnaire* to be completed by all members by the April meeting. Van Klooster will send the *Questionnaire* under separate cover with a reminder and deadline to all Members.

INFORMATIONAL AND DISCUSSION ITEMS

- a) Director's Report

Van Klooster highlighted the limited weather closures and file server outage in February.

- b) Library Staff Report

Huberty thanked library staff for their reports and said she always enjoys reading them.

- c) President's Report

NONE

- d) Friends of the Greendale Public Library Report

Huberty reported the Friends discussion indicated they would seek to recombine with the Foundation in a way that allows them to continue using the Friends name. A new Annual Meeting will be held May 21. Friends expect to support PetPalooza at the Library in some fashion, as well as host a quilt raffle and kids raffle.

- e) Greendale Public Library Foundation Report

NONE

CORRESPONDENCE

Email was reviewed from a banned patron requesting appeal of the ban. Discussion ensued. Members present agreed to support the ban as administered by Van Klooster, and encouraged him to tell the patron that he may continue to communicate with the Board if he continues to feel strongly about appeal.

CLOSED SESSION

- a) Trustee Genz moved, Trustee Dombrowski seconded convening in Closed Session pursuant to Wisconsin State Statute Section 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, *to discuss 2018 Library Staff Performance Evaluations including Library Director*

Ayes: All
Noes: None
Motion to approve: Carried

RETURN TO OPEN SESSION

Trustee Huberty moved, Trustee Dombrowski seconded returning to OPEN SESSION

Ayes: All
Noes: None
Motion to approve: Carried

- a) Approve Library Staff reviews

Trustee Huberty observed that more time will be needed to conduct Van Klooster's review due to delays in collecting performance feedback. Trustee Genz observed that timing of reviews versus annual department budget makes it difficult to accurately predict staffing costs, and advocates for better coordination. Van Klooster said the Library Board may act independently of Village deadlines

and could choose to coordinate staff reviews with the budget process. Huberty asked to have the Library's budget and staff review calendar as a future meeting agenda item.

Trustee Huberty moved, Trustee Unger seconded approving Library staff annual reviews excepting Director Van Klooster as summarized by Van Klooster.

Ayes: All

Noes: None

Motion to approve: Carried

ADJOURNMENT

The meeting adjourned at 7:08PM.