

**Library Board Minutes
GREENDALE PUBLIC LIBRARY
Wednesday, May 15, 2019**

Trustee Huberty moved to nominate herself as temporary meeting Chair in absence of the Board President. Trustee Genz seconded the motion. Motion carried.

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, Jensen, Unger
Excused: Amidzich, Kiltz
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 Jensen moved, Trustee Unger seconded approval of the April 17, 2019 minutes.

Ayes: All
Noes: None
Motion to approve: Carried

APPROVAL OF FINANCIAL REPORTS

Check Register: April 2019

Trustee Dombrowski moved, Trustee Jensen seconded approval of the April 2019 expenditures in the total amount of \$14,094.67

Ayes: All
Noes: None
Motion to approve: Carried

REVIEW OF FINANCIAL STATEMENTS

- a) Expenditures to Actual Comparison: 04/19
- b) Revenue to Actual Comparison: 04/19
- c) Balance Sheet: 03/19

UNFINISHED BUSINESS

- a) Review annual Library Board Calendar

Trustee Huberty confirmed that the Calendar has been updated to reflect the new staff performance evaluation timeline discussed at last month's meeting.

NEW BUSINESS

- a) Discuss annual Library Board Trustee terms and renewals

Director Van Klooster noted that Trustee Jensen's term ends in June. She may express her interest in renewal or resignation to the Library Board President and Village President before her term end. If a vacancy is expected then Van Klooster will submit a roster of potential candidates to the Library Board President and Village President.

- b) Trustee Continuing Education: discussion of *Lean Library Management*

Van Klooster distributed a memo summarizing the main points of the book *Lean Library Management*. He noted that some of the principles and techniques have already been put to use at Greendale, and others could be used to address additional processes as time permits. Trustee Dombrowski noted that many tasks germane to public library work would be difficult to apply these methods to because of the complex nature of reference work.

INFORMATIONAL AND DISCUSSION ITEMS

a) Director's Report: Van Klooster highlighted the Greendale Women's Club donation, Kiosk discussion and responded to a question about after school student behavior improvements. Trustee Unger inquired about the release date for the next *Life in the Village* magazine and suggested inquiring about adding a tearout donation form for the Library to the inside.

b) Library Staff Report

c) President's Report

d) Friends of the Greendale Public Library Report

Quilt raffle was started during Pet Palooza and will run until Village Days. Next Tuesday is the Annual Meeting.

CORRESPONDENCE

None

CLOSED SESSION

Trustee Jensen moved, Trustee Genz 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.

Specifically, to discuss Library Director employment benefits.

Ayes: All

Noes: None

Motion to approve: Carried

RETURN TO OPEN SESSION

The Board did not return to open session to act on items discussed.

ADJOURNMENT

The meeting adjourned at 6:40 PM.