

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

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

Trustees Present: Amidzich, Dombrowski, Genz, Huberty, Jensen, Unger

Excused:

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 Dombrowski seconded approval of the October 16, 2019 minutes.

Ayes: All

Noes: None

Motion to approve: Carried

APPROVAL OF FINANCIAL REPORTS

Check Register: October 2019

Trustee Dombrowski moved, Trustee Huberty seconded approval of the October 2019 expenditures in the total amount of \$9,807.25. President Amidzich verified that former Trustee/Treasurer Kiltz did not have access to library purchasing cards, and reviewed the Library Board's and Village's process for reviewing Library staff purchasing card transactions.

Ayes: All

Noes: None

Motion to approve: Carried

REVIEW OF FINANCIAL STATEMENTS

- a) Expenditures to Actual Comparison: October 2019
- b) Revenue to Actual Comparison: October 2019
- c) Balance Sheet: September 2019

UNFINISHED BUSINESS

NONE

NEW BUSINESS

- a) 2020 Library closings calendar

Van Klooster will bring to the December meeting a cost estimate for providing library service on New Year's Eve Day and a comparison of holiday hours with other MCFLS Libraries. He will also provide a review of the past several years of Greendale Library closings.
No action was taken.

- b) Revised policies

Trustee Jensen moved, Trustee Unger seconded adopting as presented the policies *Notices and Solicitations* and *Programs, Displays and Exhibits*. Dombrowski inquired if the policies are sufficient to address potentially extremely controversial topics, especially in the context of programs by non-

library groups. Van Klooster said the *Meeting Room* policy gives guidance for non-library group room use, and said anything potentially extremely controversial would be brought to the Library Board before approval/denial decisions would be made.

Ayes: All
Noes: None
Motion to approve: Carried

c) Greendale Welcomes Diversity Action Plan

Trustees affirmed that there is value in continuing to allocate library resources to the efforts noted in Van Klooster's memo.

INFORMATIONAL AND DISCUSSION ITEMS

- a) Director's Report: Van Klooster pointed out the increasing popularity of Story Time
- b) Library Staff Report: Van Klooster noted that volunteers continue to be kept busy in the youth department.
- c) President's Report: Amidzich said appointment of the now-vacant School District Representative Library Board position should wait until a new Superintendent is hired.
- d) Friends/Foundation Report: Unger shared highlights from the previous day's Friends meeting.

CORRESPONDENCE

NONE

[President Amidzich was excused at 6:10 and appointed Vice President Huberty as temporary Chair for the remainder of the meeting.]

CLOSED SESSION

Trustee Jensen moved, Trustee Dombrowski seconded convening in Closed Session to approve the 2020 Library Salary Plan; and request to fill pending vacant position(s).

Ayes: All
Noes: None
Motion to approve: Carried

RETURN TO OPEN SESSION

Trustee Dombrowski moved, Trustee Genz seconded returning to Open Session.

Ayes: All
Noes: None
Motion to approve: Carried

a) 2020 Library Salary Plan

Trustee Jensen moved, Trustee Dombrowski seconded adoption of the Library Salary Plan. Genz inquired about the preceding year's salaries for comparison. Van Klooster shared his paper copy of the 2019 Library Salary Resolution. Genz noted that Page 2020 wages appeared to be incorrect based on Van Klooster's description of how 2020 wages are calculated. Van Klooster will review the spreadsheet formulas and bring a revised 2020 Library Salary Plan to the December meeting.

Motion to approve: No action was taken.

b) Request to fill pending vacant position(s)

Trustee Dombrowski moved, Trustee Jensen seconded refilling of the vacated Librarian position.

Ayes: All
Noes: None
Motion to approve: Carried

ADJOURNMENT

The meeting adjourned at 7:00 PM.