

Minutes

February 7, 2023

6:00 PM

Trustees: Sandy Heiden-President, Susan Anschutz, Carey Pederson, Brandi Schomisch, Kiley Van De Hey - All in attendance

Library Director: Rachel Hitt

Guests: Lori Amerson

1. Welcome and attendance

2. Approval of agenda

Susan made a motion to approve the agenda. Kiley seconded the motion. Motion carried unanimously.

3. Approval of minutes

Carey made a motion to approve the minutes. Susan seconded the motion. Motion carried unanimously.

4. Approval of bills and payroll

Susan made a motion to approve the bills and payroll. Sandy seconded the motion. Motion carried unanimously.

5. Public Comment - None

6. Correspondence – There was correspondence from Megan.

Megan Meyer resignation and letter

New Business:

7. Director's Report

- i. 2022 Year in Review – accepted as presented.

8. Friends of the Library – Lori had wonderful day at Library Legislative Day at Madison Library. Bill to restrict access to kids due to certain books.

9. 2022 DPI Annual Report -

Susan made a motion to approve the DPI annual report and state that the Outagamie Waupaca Library System has effectively provided leadership and adequately met the needs of the Black Creek Village Library; Brandi seconded the motion; motion carried unanimously.

- In approving DPI report we are also stating that the library system provides effective leadership and adequately meets the needs of the library.

10. Library Services Clerk and Youth Programming Specialist position

Susan made a motion to approve the position posting and updated position description for the Library Services Clerk and Youth Programming Specialist position. Carey seconded the motion. Motion carried unanimously.

11. 2022 Budget Update

12. 2023 Budget Update

Carey made a motion to update the 2023 budget as proposed. Kiley seconded the motion. Motion carried unanimously.

13. Library Furnishings

i. Teen seating

Sandy made a motion to purchase an ottoman for the teen area. Susan seconded the motion. Motion carried unanimously.

ii. Signs – Seymour H.S. tech students are coming up with a sign design for library.

14. Library Director 2022 Goals

15. Library Director 2023 Goals

- Rachel shared draft goals for 2023
- Discussion on how to make the goals measurable

16. Hotspot Circulation Policy

Sandy made a motion to amend the Circulation Policy for hotspots as proposed. Brandi seconded the motion. Motion carried unanimously.

17. Personnel

The board may convene in closed session, in accordance with Wisconsin Statute 19.85 (1)(f) to discuss considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involves in such problems or investigations and in accordance with Wisconsin Statute 19.85 (1)(c) to discuss and consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Sandy made a motion to move into closed session; Brandi seconded the motion; motion carried.

Sandy made a motion to move out of closed session; Carey seconded the motion; motion carried

18. Trustee Training – TE 17

19. Old Business - None

20. Any Other Business That Comes Before the Board - None

21. Set next meeting date and time – March 7, 2023 – Reminded.

Adjourned at 7:13 p.m.

Mission Statement

The Black Creek Village Library will provide free and equal access to all users to meet their informational, cultural and recreational needs. The Library will strive to create a community of lifelong learners by promoting literacy, supporting recreational needs and developing dynamic programming.

Vision Statement

Our vision is to be the community source for literacy, technology, recreation and information in a welcoming and accessible environment.