



11345 North Cedarburg Road, Mequon, Wisconsin 53092

**Minutes of the Board of Trustees August 21, 2019 Meeting
Approved as of September 18, 2019**

The Frank L. Weyenberg Library Board of Trustees' annual meeting was held on Wednesday, August 21, 2019 at 6:00 p.m. in the Tolzman Community Room.

I. Pledge of Allegiance

David Strifling led the Pledge of Allegiance.

II. Call to Order, Verification of Posting, Roll Call

David Strifling called the meeting to order at 6:01 pm.

Posting of notice as of August 15, 2019 was verified.

Trustees present: David Strifling, President; Mimi Rosing, Secretary; Jennifer Bogli, Treasurer; Nancy Szatkowski, Alex Olson, Lisa Nowakowski, Rob Holyoke and Jefferey Hansher.

Trustee Absent: JanaLee Hitchcock and Lauren Croix.

Staff Present: Rachel Muchin Young, Library Director; Ashley Pike, Patron Services Manager; Amanda Kloppmann, Access Services Manager and Craig Jacobson, Business Manager.

III. Announcements

None.

IV. Public Comment (Limit of 5 min./person)

None.

V. Approval of Minutes

A. Action Item: Minutes of the July 17, 2019 Annual Meeting

Rob Holyoke moved to approve the minutes of the July 17, 2019 Board of Trustees Meeting. Jeffrey Hansher seconded. Motion carried.

VI. Financial Reports

A. Revenue and Expense Reports for July 2019

All reports were reviewed and found in order.

- B. Action Item: Accounts Payable Statement for July 2019
Lisa Nowakowski moved to approve the July 2019 accounts payables in the amount of \$85,264.97. Jeffrey Hansher seconded. Motion carried.

VII. Committee Reports

- A. Finance
Jennifer Bogli reported that no meeting was held.
- B. Advocacy
Jeffrey Hansher reported that no meeting was held.
- C. Personnel
Mimi Rosing reported that no meeting was held.

VIII. President's Report

Nothing to report.

IX. Staff Reports

- A. Library Operations Report
The Activity Report was distributed at the meeting.
- B. Director's Report
The written Library Director's report was included in the Board Packet. Rachel Muchin Young further reported on the recent programs and activities at the Library. Ms. Muchin Young reported that the Library's grant request to the Junior Women's Club of Mequon-Thiensville has been approved. This grant, which is funded from the proceeds of the Club's annual Turkey Trot, will fund the installation of a hearing loop in the Tolzman Community Room and be completed in 2020.
- C. Staff Reports:
 - i. Access Services Manager
The written report was included in the Board Packet. Amanda Kloppmann commented further on her activities.
 - ii. Business Manager
The written report was included in the Board Packet. Craig Jacobson commented further on her activities.
 - iii. Patron Services Manager
The written report was included in the Board Packet. Ashley Pike commented further on her activities.

X. New Business

- A. Action Item: Existing Employer Update Resolution Wisconsin Public Employers' Group Health Insurance Program

Following updates to the Wisconsin Public Employers' Group Health Insurance Program Administration Manual, participating employers are required to take action to continue participation as a local employer. The resolution to continue was included in the board packet. This resolution makes no changes to any programs or benefits offered to participating employees.

Alex Olson moved to approve the resolution to continue as an existing employer in the Wisconsin Public Employers' Group Health Insurance Program. Lisa Nowakowski seconded. Motion carried.

- B. Discussion, Possible Action: Repair of Entrance (Canopy and Columns)
The Board discussed several possible courses of action for the repairs to the entrance. No action was taken at this time.
- C. Inclusive Services Statement
The statement and materials were included in the Board Packet. The Board discussed potential impacts on the Library's operations.

XI. Closed Session

David Strifling announced the intention to enter into closed session pursuant to Wisconsin Statute Section 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Jennifer Bogli moved to enter into closed session. Alex Olson seconded. The roll was called and the motion was approved on an 8-0 vote.

The Board discussed a one-time employment anniversary pay increase of Library Director.

Rob Holyoke moved to reconvene into open session. Alex Olson seconded. Motion carried.

XII. Reconvene in Open Session

Mimi Rosing made a motion to give the Library Director a one-time anniversary employment pay increase of 3.0% effective August 7, 2019. Nancy Szatkowski seconded. Motion carried.

XIII. Trustee Training & System/State Library Update

Nothing at this time.

XIV. Future Meeting Dates

The next Board of Trustees meeting will be on September 18, 2019 at 6:00 p.m.

XV. Adjournment

There being no further business before the Board, David Strifling moved to adjourn.

Mimi Rosing seconded. The motion carried and the meeting adjourned at 7:35 p.m.

Respectfully submitted,
Craig Jacobson, Business Manager