

Minutes of Butler Public Library Board Meeting – April 11, 2023

Minutes not formally approved until next Library Board meeting on May 9, 2023

Meeting was called to order by President Charlene Benjamin at 6:05pm

1) Members Present

- a) Charlene Benjamin, Andy Kristensen, Michael Bates, Robert Kraus, Laura Meyer, Karl DeBelack, and Genavieve Danes
- b) Absent: N/A
- c) Guests: N/A

2) Persons Desiring to be Heard

- a) Robert Kraus
 - i) Bridges Library Board spoke about the bus available for ALA Conference in June and encouraged people to sign up as soon as possible before it fills

3) Trustee Education

- a) Bridges Library System Strategic Plan
 - i) Included for perusal by all trustees
 - ii) President Benjamin asked if it would be helpful if Karol Kennedy came to speak about it to the Board

4) Communications

- a) For Review—Proposed Addition to Circulation Policy
- b) 2022 In Review—Infographics and Financial Performance
 - i) Program numbers went way up compared to 2021
 - ii) Exceeded total projected revenue in 2022
 - (1) Expected revenue as \$111,790, actual revenue was \$114,163.46
 - iii) Had less Printing/Copies fees and Fines/Replacement Costs than anticipated (\$503.27 under in Printing and \$439.59 under in Fines/Replacements)
 - iv) Exceeded Library Equipment & Maintenance by \$1,199.83, Library Programs & Services by about \$50, and Library Collection by \$423.84
 - (1) Almost all of this was covered by Friends of the Library donations and Grant Funds
- c) Online ‘Discovery Layer’ Discussion
- d) Board Member Recruitment update
 - i) President Benjamin has reached out to Liz Glaser about joining the board and is waiting to hear back from her
 - ii) The Board is open to exploring the possibility of adding a teen board member depending on qualifications and an interview
 - iii) Laura Meyer has expressed interest in becoming Board Treasurer
- e) Community Input Survey update
 - i) 180 total responses; survey will now be closed and President Benjamin will prepare a summary for the May meeting
- f) Other Communications

- i) Blood Drive will be held in the Community Center on May 23, Robert will help work the Blood Drive as the Library representative

5) Consent Agenda

- a) Consideration of minutes: March 14, 2023
- b) Current Financial Report
- c) Current Circulation and Use & Hoopla Costs
- d) Current Program & Activity Report
- e) Current Director's Report
- f) Motion to accept consent agenda by Michael Bates, seconded by Robert Kraus, motion carried unanimously.

6) Old Business

- a) None

7) New Business

- a) Discussion and possible approval of addition to Circulation Policy for Volunteer Cards
 - i) Motion to approve the addition to Circulation Policy for Volunteer Cards by Andy Kristensen, seconded by Michael Bates, motion carried unanimously.
- b) Consideration to adjourn into Closed Session under Wis. Statutes 19.85 (1)(c) to consider the employment, promotion, compensation, or performance evaluation of any public employee.
 - i) Items of Discussion: Library Director's Annual Performance Review
 - ii) Motion to go into Closed Session at 6:50 PM by Andy Kristensen, seconded by Robert Kraus, motion carried unanimously.
- c) Open Session—After completion of business in Closed Session, reconvene into Open Session to consider possible action(s) with respect to closed session agenda items.
 - i) Motion to go into Open Session at 7:18 PM by Michael Bates, seconded by Robert Kraus, motion carried unanimously.
 - ii) Motion to approve Genavieve's performance to date by Laura Meyer, seconded by Andy Kristensen, motion carried unanimously.
- d) New Board Treasurer
 - i) Motion to accept Laura Meyer as the Treasurer of the Butler Public Library Board by Robert Kraus, seconded by Michael Bates

8) Schedule Next Meeting

- a) May 9, 2023 at 6pm
- b) Will continue to offer both Zoom and in-person meeting availability.

9) Adjournment

- a) Motion to adjourn by Michael Bates, seconded by Karl DeBelack motion carried unanimously at 7:19 PM.