

St. Francis Library Board

Meeting Minutes

May 10, 2021

1. The meeting was called to order by Richard A. at 4pm.
2. **Present:** Amy Krahn, Kathy Frymark, Richard Adamczewski, Kathy MacAveney, Mark Uecker, Richard Lenz, Ava Voltner, and Shawn Feirer.
3. **Statement of Public Notice:** The meeting was properly posted with at least a 24-hour advanced notice.
4. **Approval of minutes:** The minutes from the library board meeting of April 8, 2021 was approved on a motion by Mark U and seconded by Richard L.
5. **Approval of April Claims:** Claims were approved on a motion by Mark U and seconded by Richard L.
6. **Public comments:** None
7. **Reports:**
 - a. Chairperson- Richard A informed the board that the next meeting is June 10 at 4pm.
 - b. School Representative- Kathy M reported that she had extra funds left over and is giving Jessica's reading program one free book. Battle of the Books will be at the end of the month. Kathy is also taking students on Monday afternoons to random neighborhoods and parks for walks. It is in reference to a book called City of Neighborhoods.
 - c. Friends- The book sale room is still open every Wednesday and first and third Saturdays of the month.
 - d. Director- The report is on file. Amy notified the board that her director certification is up next year. Mary Evers' husband rototilled the butterfly garden for the library.
 - e. All reports were approved on a motion by Richard L and seconded by Mark U.
8. **Unfinished Business:**
 - a. Re-opening timeline- June 1 is still the target date for the library's reopening. The new hours will also be in place at that time.
 - b. Door replacement funding- A motion was made by Richard L and seconded by Kathy M for the door replacement funds to come from reciprocal borrowing.
9. **New Business:**
 - a. Problem patron- Amy informed the board regarding a patron that has incontinence issues and requested board approval to ban this patron if another incident occurs. The board agreed on a 90 day ban if an incident occurs again, this was approved on a motion by Kathy M and seconded by Richard L.
 - b. In-service closure- A motion to close the library for door installation and in-service was approved by Shawn F and seconded by Mark U.

- c. Meeting Room Policy- Amy gave the board the new meeting room policy. She informed the board of the new changes. The board decided on a five to one vote, with one abstention, to start charging a rental fee for the Hoppe Room. The rest of the meeting rooms will still have no charge. The rental fee for the Hoppe Room will be \$25.
 - d. Election of Officers- On motion by Shawn F and seconded by Richard L the new officers for the year. Richard Adamczewski is the Chairperson of the Board, Richard Lentz is the Vice Chair, and Mark Uecker is the Secretary.
- 10.** Motion and roll call vote to go in to Closed Session in accordance with WI Statutes Section 19.85(1)(c) for the purpose of considering personnel related issues, such as the employment, promotion, compensation, or performance evaluation of personnel. Topic of discussion: Library Director annual performance evaluation.
- a. The board voted and passed the new contract for the library director with a 2% raise in June and a 1% raise in November. This was passed on a motion by Shawn F and seconded by Mark U.
- 11.** Comments on prior, present, and potential agenda items by Board members- None
- 12.** Adjourned at 5:20pm on a motion by Shawn F and seconded by Richard L.

Submitted by Ava Voltner