

ST. FRANCIS LIBRARY BOARD MINUTES DATED DECEMBER 8, 2021

Present: Richard Adamczewski, Alderman Feirer, Kathy Frymark, Richard Lentz, Kathy MacAveney, Mark Uecker, Ava Voltner

Also Present: Library Director Amy Krahn

The meeting was called to order at 4:00 p.m.

Statement of Public Notice:

The meeting has been properly posted and noticed as required by law.

Approval of Minutes:

Moved by Richard Lentz, seconded by Ava Voltner to place on file the minutes of the St. Francis Library Board meeting held November 10, 2021. Motion carried.

Approval of Claims:

Moved by Richard Lentz, seconded by Kathy Frymark to approve the November claims as presented. Motion carried.

Public Comments:

- None

Meet the Staff:

Erika Ehley – Library Assistant

Erika works part-time, between 20 – 25 hours per week. Her responsibilities include working the Circulation Desk, checking books in, shelving as well as assisting the librarians.

Reports:

Chairman

- None

School Representative

The Library hosts a Story Time with Jess at Willow Glen. High School Principal Lewandowski has received his kidney transplant. Deb Kerr is the new Superintendent. The bids for the referendum work are looking good.

Friends

The Friends hosted a luncheon for the Library staff as well as gave gifts.

Director

Library Director Krahn reviewed her report that was included in the packet. Cards for Cause were sent to Howard Village.

Unfinished Business:

Job Description – Library Director

Moved by Ava Voltner, seconded by Richard Lentz to accept the Library Director's Job Description as submitted. Motion carried.

Library Foundation

This item will be held over until the next meeting as someone from the Milwaukee Foundation will attend the meeting to give further information.

Kitchen Sink

This will be placed under Old Business on the next agenda. It was suggested that Library Director Krahn contact Bontempo Plumbing for an additional quote.

New Business:

Vacation Rollover Approval

Moved by Alderman Feirer, seconded by Mark Uecker to approve the vacation rollover request as presented. Motion carried.

Staff Appreciation

Discussion was held on using Library budgeted funds for staff appreciation gifts.

Moved by Alderman Feirer, seconded by Ava Voltner to approve \$300 in staff appreciation gifts. Motion carried.

Members of the Library Board donated the funds to use so that no money would need to be taken from the Budget.

Comments on Prior, Present and Potential Agenda Items by Board Members:

The next Board meeting will be January 12, 2022.

Adjourn:

Moved by Richard Lentz, seconded by Alderman Feirer to adjourn. Motion carried.

Time: 4:41 p.m.