

Ruth Culver Community Library

Board of Directors

October 18 2023

6:30 p.m.

1. **Call to Order** - The meeting was called to order at 6:30 p.m. by President Sue Lloyd.
2. **Roll Call** - Present: Sue Lloyd, Director Lauren White, Chris Bender, Jeff Virchow, Jim Witecha, Laura Lang, Jessa Kinnamon (arrived late) & Stephanie Judge.
3. **Public Notice of Agenda** - Motion by Jim, second by Stephanie to approve the agenda as printed. Motion carried.
4. **Consider September 20 Minutes** - Motion by Chris, second by Stephanie to approve the minutes from the September 20, 2023 meeting. Motion carried. Jeff abstained.
5. **Public Comment (Limit to 3 Minutes)** - None.
6. **Consider Vouchers** - Motion by Jeff, second by Jim to approve the vouchers. Motion carried.
7. **Comments from the Public/Library Board** - Suggestion to check with local newspaper regarding the format of the Library News section.
8. **Reports**
 - A. **Director's Report** - see attached for highlights. Lauren highlighted ongoing maintenance issues related to staining on ceiling tiles and the need for a new pilot assembly for the boiler system. Exploring options to increase space for large print material and DVDs.
 - B. **Village Board Report** - Initial response to library budget presentation were positive. "Corner" development project is on-going. Village Hall expansion is on schedule.
 - C. **Friends of the Library Report** - National Friends of the Library Week. No November book sale. November 16th next Friends meeting. Now have a High school representative on the board.
9. **Business**
 - A. **Discuss Wisconsin Public Library Staff Compensation Report** - Presented for information.
 - B. **Discuss/Consider Public Records Notice of Availability Policy** - Motion by Sue, second by Laura to accept policy as presented. Motion carried.
 - C. **Discuss/Consider Severe Weather Policy** - Recommended changes: line 1 - replace "ensure" with "promote"; line 4 - insert "make a reasonable effort to" between "will . . . monitor"; under "Tornado Warnings; #1, line 2 - replace "relocate" with "will encourage relocation for". Chris moved, Jim seconded to approve changes to Severe Weather Policy. Motion carried.
 - D. **Convene in Closed Session pursuant to Chap. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Library Director)** - Motion by Sue, second by Laura to convene in closed session: Roll call vote: Sue - Yes; Chris - yes; Jessa - Yes; Jim - Yes; Jeff - Yes; Laura - Yes; Stephanie - Yes. Motion carried. Moved to closed session.
 - E. **Reconvene in Open Session, for action, if any on items discussed in closed session.** Motion by Chris, second by Jim, to reconvene in open session. Roll call vote: Sue - Yes; Chris - yes; Jessa - Yes; Jim - Yes; Jeff - Yes; Laura - Yes; Stephanie - Yes. Motion carried. Reconvened in open session.
10. **Adjourn** - Motion to adjourn by Jeff, second by Chris. Motion carried.
The next meeting will be on November 15 at 6:30 p.m.

Submitted by,
Jeff Virchow, Secretary