

Ruth Culver Community Library  
Board of Directors  
Minutes from October 16, 2024  
6:30 pm

1. Call to Order - The meeting was called to order at 6:30 by President Laura Lang.
2. Roll Call - Present: Director Lauren White, Sue Lloyd, Carl Hoffman, Chris Bender, Laura Lang, Jessa Kinnamon, Stacy Breunig. Jim Witcheka, Jeff Virchow - excused.
3. Public Notice of Agenda - Motion by Stacy, second by Sue to approve agenda as printed. Motion carried.
4. Consider September 18 Minutes - Lauren pointed out a small typo that she will fix. Motion by Chris, second by Jessa to approve the minutes from the September 18, 2024 meeting. Motion carried.
5. Public Comments (Limit to 3 minutes) - none
6. Consider Vouchers - Lauren noted 2 line items for Building Automation due to their late billing cycle. Motion by Sue, second by Stacy to approve the September vouchers. Motion carried.
7. Comments from Public/Library Board - Carl had some questions regarding the Village meeting agenda and the library needs assessment. Lauren will reach out and get the ball rolling for the assessment.
8. Reports
  - a. Director's Report - see attached for details
  - b. Village Report - none
  - c. Friends of the Library Report - 48 tickets sold for Trivia night
9. Business
  - a. Discuss Future Village Financial Plan Additions - Capital items should be brought to the Village's attention in advance and monies can be allocated across a number of years. (ie. HVAC replacement)
  - b. Discuss/Consider Cleaning Proposals - Lauren recommends CMS. Sue made a motion and Stacy second to accept the CMS proposal as written.
  - c. Discuss/Consider Investment Policy - Lauren recommends no change.
  - 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 to convene in closed session made by Stacy, second by Chris. Motion Passed. Roll Call: Laura: yes, Chris: yes, Sue: yes, Jessa: yes, Stacy: yes.
  - e. Reconvene in Open Session for action, if any on items discussed in closed session. Motion made by Stacy, second by Sue. Motion passed. Roll call: Stacy: yes, Jessa: yes, Sue: yes, Laura: yes, Chris: yes. Discussed Lauren's performance and evaluation. Both the Library Board and staff are very happy with Lauren's performance and progression.
10. Adjourn - Motion to Adjourn by Chris, second by Stacy. Motion carried. Meeting adjourned at 7:28pm.

Next meeting will be on November 20, 2024 at 6:30pm

Minutes submitted by,  
Jessa Kinnamon - Vice President