

October 24, 2023

Hortonville Public Library Board of Trustees Meeting Minutes

- I. Call to order **by President Mike Wirkus at 4:04pm**
- II. Roll call: **Ann, Jenna, Todd/Kristi were excused: Lex, Christina, Mike, and Pat in attendance**
Also attending: Allie Krause, Library Director; Jeanne Bellile, Village President
- III. Agenda changes : **none**
- IV. Public comment: **none**
- V. Consent agenda
 - a. Library Board of Trustees meeting minutes- August 22, 2023
 - b. Library Board of Trustees closed session meeting minutes- August 22, 2023
 - c. Library Board of Trustees meeting minutes- September 26, 2023
 - d. Payment of bills and vouchers
Moved by Lex, seconded by Christina to table items a, b, c until quorum in attendance from those meetings.
Moved by Pat, seconded by Christina to approve payment of bills and vouchers in the amount of \$4569.69. Voice vote: Christina, aye; Mike, aye; Lex, aye; Pat, aye. Approved
- VI. Director's report (provided by Library Director)
 - a. Personnel: **interviews being held for open position**
 - b. Programming: **cancelled Monster Mash due to staff shortage and illness**
 - c. Statistics: **included in report. Matrix used for circulation ratio was adjusted, so this may improve.**
 - d. Budget & revenue: **in report, on target for the year**
- VII. Discussion and possible action on yearly employee stipend for branded clothing: **Pat moved, Christina seconded to approve expenditures of \$100/year for employees, mirroring rest of Village policy just approved by board.**
- VIII. Discussion and possible action on approval of the 2024 Library Budget: **Christina moved, Lex seconded to approve the 2024 Library Budget. Voice vote: Lex, aye; Pat, aye; Christina, aye; Mike, aye**
- IX. Friends of the Library update: **Next meeting is November 8th at 6pm. This will be the annual meeting.**
- X. Future meeting dates
 - a. November 28, 2023- 4:00 pm
 - b. December 19, 2023- 4:00 pm
- XI. Items to add for future agendas: **Meeting minutes from August and September**
- XII. Motion to go into closed session under State Statute 19.85 (1)(e) Christina moved, Lex seconded to go into closed session. Voice vote: Lex, aye; Pat, aye; Christina, aye; Mike, aye. Motion passed.
State Statute 19.85(c): Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercise responsibility
- XIII. Motion to go into open session: **Lex moved, Pat seconded. Motion passed**
- XIV. Any action on matters discussed in closed session: **none**
- XV. Motion to adjourn: **Pat moved, Lex seconded. Motion passed. Meeting adjourned at 5:37pm.**