

East Troy Lions Public Library

Board Meeting Minutes

December 14, 2021

1. **Call to Order:** President Murphy called the meeting to order at 4:33 pm. Director Gartman and Trustees Bartoli, Brobst, Gotz, Nugent, and Thomas were present. Trustee Consiglio attended the meeting via video conference.
2. **Citizen Participation:** No citizen participation.
3. **Approval of Library Board Minutes:** Approval of Minutes dated November 9, 2021. Trustee Nugent moved and Trustee Brobst seconded to approve the Minutes. Motion carried.
4. **Representative Reports:**
 - a. **Town of East Troy:** Possible approval of the Tri-Troy Agreement was on the agenda. There were some questions left unanswered so it will be addressed at a later meeting.
 - b. **Town of Troy:** No report
 - c. **Village of East Troy:** The Village also had some questions about the agreement.
 - d. **East Troy School Board:** This week is the first Middle School Battle of the Books. The District is mourning the death of elementary music teacher Cathy Trader who passed away a week ago today. Cathy had been battling cancer. She taught until the end.
 - e. **Lakeshores Library System (LLS):** There is ongoing discussion regarding what to do for programming during the Summer Reading Program. Many performers are still not comfortable with in-person programs. LLS is doing some brainstorming: family tickets to the zoo or museums, providing monies to each library to do their own thing, perhaps some other ideas may gel between now and then. Microsoft Windows needs to be updated. The kick-off meeting of the Joint Library Merger Exploration is scheduled for December 15th at 3:00 pm at the Milton Public Library. Special CE grants for Directors have been made available for all Lakeshores and Bridges Directors for the first six months of 2022. Signe Emmerich has resigned as a Lakeshores Library System Trustee after almost 30 years of service. Walworth County will be looking for a new Trustee.
 - f. **East Troy CommunityCenter:** Director Gartman met with Martha Bressler. The library may be providing the Community Center with movies for their programming.

5. Director's Report: Discussion/Action Items:

- a. Library Expenditures Report - Money Collected - Library Financials (provided by the Village) - Library Statistics Report**
- b. Library Updates (Discussion): Programming Report** - We will begin planning for the Summer Reading Program in January. After the Holidays, Director Gartman will contact Sarah Habelsma at the Heritage to talk over Adult Programming for the spring. **Staff Activity & News** - The Staff has finished weeding the Audio-Book Collection and moved older items into the LL. The oldest ones have been put out for sale. Easy Readers and Board Books are the next areas to be addressed with items in poor shape being pulled and removed. Gartman finished Staff Evaluations today. **Building Update** - The furnace continues to run fine. Some of the lights in the front lobby have failed and may need to be re-wired next year. It may be good to do them all rather than just the failing ones. **Misc.** - There was a complete Internet outage on Monday, Nov. 22nd. The Staff found creative ways to use the time (from creating new bookmarks and new forms to shelf reading and straightening. The Police Department occasionally has their unmarked car in our parking lot just before school lets out. When the officer is here, most of the parents park their cars across the street at Playmore. Gartman's recertification report and papers have been filed with DPI.
- c. Heritage Project (Discussion):** Gartman shared an email update from Candace Porter, Chair of the Heritage Project.
- d. Tri-Troy Agreement (Discussion):** The Agreement is on its 6th revision. The municipalities are fine tuning the details and looking at the financial component.
- e. Mask Policy Update (Discussion & Action):** Trustee Consiglio moved and Trustee Thomas seconded to continue the current policy and review each month.
- f. Vaccine/Regular Covid Testing for Employees Update (Discussion & Action):** Trustee Nugent moved and Trustee Gotz seconded to create a recommendation to employees that if they are symptomatic of an illness they should stay home.

g. Walworth County Plan of Library Service (Discussion & Action): Trustee Nugent moved and Trustee Gotz seconded to accept the Walworth County Plan of Library Service.

h. Selection Committee for New Director (Discussion & Action): Trustee Thomas moved and Trustee Brobst seconded to accept the posting, timeline and interview questions with changes made during the meeting (Dec 14, 2021).

6. Library Director's Performance Evaluation:

Pursuant to Wis. Stat. 19.85(1)(c) the Library Board may go into closed session to discuss performance and compensation for the Library Director and then move back into open session to complete the meeting.

Trustee Nugent moved and Trustee Consiglio seconded to move into closed session.

Roll call vote to go into closed session:

Bartoli – yes, Brobst – yes, Consiglio - yes, Nugent – yes, Thomas – yes, Murphy -yes, Gotz - yes

Board went into closed session at 5:47 pm.

Trustee Thomas moved and Trustee Gotz seconded to return to open session. Motion carried. Board returned to open session at 6:09 pm.

7. Library Board - Future Items: Selection Committee Update, Heritage Project, Tri-Troy Agreement, Director Salary

8. Adjourn: President Murphy adjourned the meeting at 6:11 pm.

Next meeting: Tuesday, January 11, 2022

Respectfully Submitted,

Tami Bartoli, Secretary