

MEETING:	GERMANTOWN COMMUNITY OF THE LIBRARY BOARD
DATE AND TIME:	Wednesday, November 29, 2023 6:00 PM
LOCATION:	Germantown Community Library N112W16957 Mequon Road

MINUTES

- I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*

The regular meeting of the Germantown Community Library was called to order by President Joyce Nelson at 06:03 PM..

II. **ROLL CALL:**

Present: Library Board President Joyce Nelson, Library Board Member Charlene Brady, Library Board Member Joletta Kerpan, Library Board Member Darlene Vosen, Library Board Member Christa Potratz, Library Board Member Jacob Misiak, Trustee Jan Miller

Absent:

Excused:

Also present: Library Director Trisha Smith, Assistant Library Director Connie Lloyd, Dan Ho, and Kristine Huber

III. **APPROVAL OF AGENDA:**

Motion: Approve as presented

Motioned By: Darlene Vosen

Seconded By: Charlene Brady

Yes: Jan Miller, Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Christa Potratz, Jacob Misiak

No: None

Abstain: None

Motion Passed (Yes 7, No 0, Abstained 0)

IV. **APPROVAL OF MINUTES:**

A. October 18, 2023 Meeting Minutes

Motion: Approve as presented

Motioned By: Darlene Vosen

Seconded By: Christa Potratz

Yes: Jan Miller, Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Christa Potratz, Jacob Misiak

No: None

Abstain: None

Motion Passed (Yes 7, No 0, Abstained 0)

- V. **CITIZEN INPUT:** *(Please be advised per 19.84(2) that information and comment will be received from the public. It is the policy of this municipality that public input be limited to a three (3) minute period per person with a time extension granted at the discretion of the Chairperson. Be advised that there may be limited discussion of the information received but no action will be taken under public comments.)*
None

VI. **FINANCIAL MATTERS:**

A. Treasurer's Report

Motion: Approve Treasurer's Report as presented

Motioned By: Joyce Nelson

Seconded By: Jan Miller

Yes: Jan Miller, Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Christa Potratz, Jacob Misiak

No: None

Abstain: None

Motion Passed (Yes 7, No 0, Abstained 0)

Motion: Approve CD #5 Renewal at 23 months and 5.50% interest rate

Motioned By: Jan Miller

Seconded By: Joyce Nelson

Yes: Jan Miller, Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Christa Potratz, Jacob Misiak

No: None

Abstain: None

Motion Passed (Yes 7, No 0, Abstained 0)

Motion: Approve CD #2 Renewal at 15 months and 5.40% interest rate

Motioned By: Jan Miller

Seconded By: Joyce Nelson

Yes: Jan Miller, Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Christa Potratz, Jacob Misiak

No: None

Abstain: None

Motion Passed (Yes 7, No 0, Abstained 0)

B. Accounts Payable

Motion: Approve as presented

Motioned By: Darlene Vosen

Seconded By: Joyce Nelson

Yes: Jan Miller, Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Christa Potratz, Jacob Misiak

No: None

Abstain: None

Motion Passed (Yes 7, No 0, Abstained 0)

C. Budget Reports

The Board asked Smith to verify the number of months are reflected in the budget report for the Utilities account.

VII. REPORTS:

A. Correspondence

President Nelson sent out thank you letters to the following donors:

Todd and Beth Ribnek - \$250 (Patio Project)

Matthew and Renee Totsky - \$250 (Building Expansion)

B. Village Reports

Trustee Miller provided a summary of the past Village Board meeting. The Village Board passed the proposed 2024 budget, which included the full amount of budget cuts to the Library, by a 5-3 vote. Robert Warren was appointed to fill the vacancy of Trustee Dennis Myers until the spring 2024 election.

C. County Reports

None.

D. System Reports

None.

E. President's Report

Nelson mentioned there will be clean-up and reformatting of the Library Board Agenda in 2024. After discussion, it was decided to present this in the December packet for Board review.

F. Director's Report

Smith reviewed her submitted Director's Report.

VIII. UNFINISHED BUSINESS:

A. 2024 Library Board Monthly Meeting Dates

The proposed 2024 Library Board meeting dates were reviewed. It was suggested to change the March meeting from the fourth Wednesday, 3/27, to the third Wednesday, 3/20, due to not being able to have a quorum on 3/27.

Motion: Approve with the change from March 27 to March 20, 2024.

Motioned By: Darlene Vosen

Seconded By: Joyce Nelson

Yes: Jan Miller, Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Christa Potratz, Jacob Misiak

No: None

Abstain: None

Motion Passed (Yes 7, No 0, Abstained 0)

B. 2024 Library Budget

There was discussion regarding the challenges and impact the level of the \$100,000 in budget cuts will have on the library's 2024 services. Alternative approaches to applying the budget cuts were presented by trustees Potratz, Brady, and Miller. Smith provided feedback regarding the suggestions and made note of those that could be further evaluated throughout the year.

Motion: Approve as presented

Motioned By: Darlene Vosen

Seconded By: Joyce Nelson

On roll call vote:

Yes: Joyce Nelson, Darlene Vosen, Joletta Kerpan, Jacob Misiak

No: Jan Miller, Charlene Brady, Christa Potratz

Abstain: None

Motion Passed (Yes 4, No 3, Abstained 0)

IX. NEW BUSINESS:

- X. CLOSED SESSION:** *The Germantown Community Library Board may go into closed session as per Wis.Stats.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 and then re-enter open session to take action as it deems appropriate.*

A. Approval of Wage Increases for Library Staff

Nelson called the meeting into closed session at 7:30 p.m. to discuss approval of the library staff wage increases for 2024.

B. Reconvene into Open Session with Possible Action

President Nelson reconvened the meeting into open session at 7:43 p.m. to vote on the proposed library staff wage increases for 2024.

Motion: Approve Library Staff Wage Increases for 2024 as presented

Motioned By: Joyce Nelson

Seconded By: Darlene Vosen

Yes: Joyce Nelson, Darlene Vosen, Joletta Kerpan, Jacob Misiak

No: Jan Miller, Charlene Brady, Christa Potratz

Abstain: None

Motion Passed (Yes 4, No 3, Abstained 0)

XI. ADJOURNMENT:

President Nelson adjourned the meeting at 7:45 p.m.