

Karl Junginger Memorial Library
Board of Trustees Meeting Minutes
July 23, 2024 @ 5:30 pm

- I. Call to Order & Introductions
The meeting was called to order at 5:29 p.m. Present: Abby Vosters, Leslie Fugate, Art Biermeier, Diane Graff, Miriam Schilling, Sara Cummings, Cindy Krueger, and Kelli Mountford.
- II. Approval of agenda
The agenda was approved as written
- III. Approval of open minutes from June 25, 2024. *Fugate moved to approve amended minutes. Cummings seconded. Motion passed unanimously.*
- IV. Correspondence, Appearance, Public Comments
None
- V. Director's Report
Mountford reminded all board to sign up for the Wisconsin Trustee Training Week even if they cannot attend, all sessions will be recorded. There was also an update for Cardinal plumbing and library building issues.
- VI. Unfinished Business
 - A. **Financial monthly report for June 2024 - Action**
Cummings moved to approve the June 2024 monthly invoices as presented. Biermeier seconded. The motion passed unanimously.
 - B. **2025 Budget – Informational**
Mountford stated that she received the Mayor's parameters this AM. The first draft of the 2025 budget was given to all board members. Mountford will submit this budget to the city by August 9.
 - C. **Beatrice Owens Memorial Scholarship – Informational**
Mountford gave an update that the UW contact for the scholarship stated the funds may be used for Winter and Summer classes.
 - D. **Policy 445 Photo Permission – Action**
Cummings moved to approve Policy 445 with changes. Fugate seconded. Motion passed unanimously.

E. Policy 515 Meeting Room – Informational

Mountford has not made any changes to this policy until the new Library Calendar and Room reservation has been set up

VII. New Business

A. Library Director Evaluation – Action

Cummings made a motion to move New Business Item A Library Director Evaluation to after Item D. Biermeier seconded. Motion passed unanimously.

B. New Device purchase for library – Informational

Mountford showed the board the new Google Phone with no data charges/no calls/no texts, to use for social marketing purposes. The other device was an electronic translator for staff to use with patrons who do not speak English. ESL teachers may also use the device here at the library during their classes.

C. Policy 417 Zoo Pass – Informational

Will review next month.

D. Review and Discuss Library Board Trustee Handbook Chapter 12 “Library Standards” – Informational

The Library Board will convene to Closed Session on the matter per State Statute 19.85(1)(c) “considering employment, promotion, compensation or performance evaluation data of any public employee over which the body has jurisdiction or exercises responsibility.” The committee will reconvene in an open session upon the conclusion of the closed session.

Cummings made a motion to go into a closed session. Biermeier seconded. Roll call taken passed unanimously.

Cummings made a motion to come out of closed session. Biermeier seconded. Roll call taken passed unanimously.

VIII. Future agenda items – Policies 515, and 417, Budget 2025, Scholarship

IX. Date, place, and time of the next meeting

The next board meeting will be held on Tuesday, August 27, at 5:30 p.m. in the Hyer Conference Room.

X. Adjournment

Cummings moved to adjourn at 6:30 p.m. Biermeier seconded. The motion passed unanimously.

Respectfully Submitted,
Kelli Mountford