

Schreiner Memorial Library  
Board of Trustees  
Wednesday, July 12, 2023; 5:00 p.m.  
Schreiner Memorial Library  
113 West Elm Street, Lancaster, WI

MEETING MINUTES

I. Call to Order by Interim President Matt Pennekamp at 5:00

II. Roll Call Josh McLimans-present, Matt Pennekamp-present, Carrie Post-absent, Lisa Zabel present, Carolyn Ingebritsen- present, Cindy Busch--present, and Luann Droessler--Preset. Also present: Martha Bauer and Tara Fortney interim directors.

President Pennekamp moved item IX. A. Election of positions to this part of the meeting.

III. Secretary's Report – Minutes of June 14<sup>th</sup> meeting: Motion made to approve the minutes by: Lisa Zabel seconded by Carrie Ingebritsen to approve the minutes with the following amendments: Complete the dates in items VII and VIII. The motion passes unanimously.

IV. Treasurer's Report –Last month's list of bills -- Motion made by Cindy Busch seconded by Carrie Ingebritsen to approve the treasurer's report: Motion passes unanimously.

V. Library Director's Report – Updated Programming data and the current programming budget were presented and received positively. Programming attendance was significantly higher than last month. Circulation is down, and Martha spoke to this as being a common trend in libraries. Martha reports we are fully staffed once again! Martha also attended Potosi Village Board meeting on July 10 to discuss the updated branch agreement. Martha reports information from NetSW/PLAC meeting. Approval of fine fund expenditures: The motion was made by Cindy Busch and seconded by Luann Droessler. The motion passes unanimously.

VI. Public Comments, Presentations, and Communications -- Thank you from a Library Director Candidate, Letter from the niece of David Schreiner, Judy Corfield thanking us for our hospitality and assistance during her visit.

VII. Trustee Comments -- none

VIII. Committee Report

- A. Plaza Committee -- Great concert and Night Market the night of July 11. The Next Concert is August 8, while Monday July 17 is the next Community Band concert.
- B. Budget Committee – Minutes of June 28<sup>th</sup> meeting - Luann Droessler makes the motion and Lisa Zable seconds the motion to approve minutes. Motion passes unanimously.
- C. Hiring Committee – minutes of June meetings - action, Approve minutes with the amendment that we change the Meeting Minutes to be titled “Hiring Committee Meeting.” Cindy Busch made the motion to approve, while Luann Droessler seconded. The Motion passes unanimously.

IX. New Business

A. Annual Meeting: Election of positions

I. President – action

- A. Motion was made by Luann Droessler and seconded by Josh to elect Matt Pennekamp as President. The motion passes unanimously.
- II. Vice President – action
  - A. Motion was made by Matt Pennekamp and seconded by Luann Droessler to elect Cindy Busch Vice President. The motion passes unanimously.
- III. Treasurer – action
  - A. Motion was made by Matt Pennekamp and seconded by Lisa Zable to elect Josh McLimans Treasurer. The motion passes unanimously.
- IV. Secretary – action
  - A. Motion was made by Matt Pennekamp and seconded by Carrie Ingebritsen to elect Carrie Post Secretary. The motion passes unanimously.

B. Standing Committees

- I. Members to Foundation
  - A. Josh McLimans and Cindy Busch appointed
- II. Members to Performance Plaza Committee
  - A. Cindy Busch and Carrie Ingebritsen
- III. Members to 2024 Budget Committee
  - A. Matt Pennekamp, Luann Droessler, Josh McLimans

X. Trustee Ethics Statement - review, possible action -- board members signed the Trustee Ethics statement

Lisa Zabel left the meeting after item C, just before the board adjourned to closed session.

XI. Adjourn to closed session pursuant to WI state Statute 19.85(1)(c) for the purpose of considering employment, promotion, compensation, or performance date of a public employee over which the governmental body has jurisdiction or exercises responsibility. The board to reconvene to take action on the above. Cindy made the motion to go into closed session and Carrie Ingebritsen seconded. The motion passed unanimously. Cindy Busch made the motion to return to open session, Luann Droessler to second. Motion passes unanimously.

XII. Hiring Committee Director Recommendation – Luann Droessler made a motion which was seconded by Cindy Busch to approve an offer presented by the hiring committee, to offer Martha Bauer the Library director position, asking her to confirm the offer by signing an offer letter on or before July 26, 2023.

XIII. Adjourn: Motion made by Carrie Ingebritsten and seconded by Cindy Busch @ 6:07. Motion Passed unanimously.

Respectfully submitted by acting secretary and Board Treasurer, Josh McLimans

Next meeting: August 9, 2023, at 5:00 PM