

Schreiner Memorial Library
Board of Trustees
Wednesday, May 10, 2023; 5:00 p.m.
Schreiner Memorial Library
113 West Elm Street, Lancaster, WI

Meeting Minutes

I. Call to Order - Carrie Post called the meeting to order at 5:00pm.

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

III. Election of Chairman Pro Tem. -Cindy nominated Matt Pennekamp as interim director, Luann 2nd the nomination, motion passed unanimously.

IV. Secretary's Report - Minutes of April 12th & April 24th regular and Hiring Committee meetings - Luann Droessler made a motion to approve the minutes for all 3 meetings, Carrie seconded the motion. Motion passed unanimously.

V. Treasurer's Report -Last month's list of bills - Matt asked about the fact that utilities were indicated to be paid by the village, yet the TDS bill was on the list of bills from Potosi. Tara will check into the status of utilities paid by Lancaster vs. Potosi Village. Cindy Busch made a motion to approve the bills. Carrie seconded the motion. Motion passed unanimously.

VI. Library Director's Report - The library is again fully staffed with 2 new staff members. Martha will send a correction to the Grant Co. Board chairman in regard to the incorrect statement made at the last meeting that "the people at Schreiner Memorial Library are taking cuts off the funding from the community room fees." Martha also thanked the Foundation on behalf of the staff for the gifts they received during library staff appreciation week. Josh McLimans made a motion to approve the director's report. Luann seconded the motion. Motion passed unanimously.

VII. Public Comments, Presentations, and Communications - Tara received a thank you from Shirley. Karin finished her coursework to receive an official certificate.

VIII. Committee Report

- A. Plaza Committee -Posters were received today for Summer Nights on the Plaza and night market events
- B. Budget Committee -no updates
- C. Hiring Committee - Meeting was held on Apr 24, 2023. Minutes are attached.

IX. Unfinished Business

- A. Annual Monthly Task Plan calendar -Josh motioned to approve the calendar as presented. Carrie seconded the motion. The motion passed unanimously.
- B. Directorship Hiring Timeline - discussion in regard to the timeline as noted in the minutes. Luann made a motion to post the director job description and posting.

X. New Business

A. Interim Board Officer Election – Motion made by Matt for Cindy to be the interim vice president. Josh seconded the motion. Motion passed unanimously.

B. Alcohol Request – Carrie made a motion to approve the alcohol request. Josh seconded the motion. Motion passed unanimously.

C. Potosi Branch Agreement – Cindy made a motion to approve the Potosi Branch agreement as is. Luann seconded the motion. Motion passed unanimously.

D. 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 committee to reconvene. Carrie made a motion to move to a closed session at 5:43pm. Josh seconded the motion. Motion passed unanimously. Roll call vote: Carrie Post - yes, Carolyn Ingebritsen - yes, Luann Droessler - yes, Matt Pennekamp - yes, Cindy Busch- yes, Josh McLimans - yes.

E. Reconvene to open session - Carrie made motion to reconvene to open session at 7:19 pm, Josh seconded the motion. Motion passed unanimously.

XI. Trustee Comments -Matt said thank you to Martha and Tara for their continued leadership efforts.

XII. Adjourn Cindy made a motion to adjourn the meeting at 7:21 pm, Carrie seconded the motion. Motion passed unanimously.

Next meeting: June 14, 2023, at 5:00 PM