

Minutes of the St. Francis Library Board Meeting
June 10, 2020

1. Meeting was called to order by Richard at 5pm.
2. **Present:** Amy Krahn, Richard Adamczewski, Shawn Feirer, Ava Voltner, Kathy MacAvaney (remote), Richard Lentz, Mark Uecker, and Kathy Frymark.
 - a. Excused: None
 - b. Not Present: None
 - c. Visitors: City Administrator Mark Johnsrud and Rick Grubanowitch (remote)
3. **Statement of Public Notice:** The meeting was properly posted, with at least a 24 hour advance notice.
4. **Approval of Minutes:** The minutes of the meeting held on May 13, 2020 were approved on a motion by Shawn Feirer and seconded by Richard L.
5. **Approval of May Claims:** Claims were approved on a motion by Kathy Frymark and seconded by Mark Uecker.
6. **Reports**
 - a. Chairperson: Nothing to report.
 - b. School Representative: Kathy M. reported that Jessica and she were working on the story walk project. The literature for the summer reading program was given to the school children. One hundred books were given to Deer Creek for summer reading.
 - c. Directors report: Amy shared her report. Other libraries were reporting their openings for the future.
 - d. Approval of reports: Made by Kathy F. and seconded by Richard L.
7. **Unfinished Business:** There was a motion by Shawn F. and Richard L. to go into Closed Session in accordance with WI Statues Section 19.85(1)(c) for the purpose of considering personnel related issues, such as the employment promotion, compensation or performance evaluation of personnel. Topic of discussion: Library Director annual performance evaluation.
8. **Reconvene to open session**
9. **New Business:**
 - a. Library Code of Conduct was reviewed by the board and was approved by a motion by Mark Uecker and seconded by Richard L.
 - b. Library Strategic Plan: Amy reviews the strategic plan with staff yearly and makes added revisions as needed.
10. **Comments on future items:** The board will be reviewing the Director's contract, salary, and performance evaluation at the July 8 meeting. Also, the holiday decorations policy will be reviewed.
11. Adjourned at 6:20pm after a motion by Richard L. which was seconded by Shawn F. And the motion passed.

Submitted by Ava Voltner