

**ST. FRANCIS LIBRARY BOARD MINUTES
DATED DECEMBER 14, 2022**

Present: Richard Adamczewski, Alderman Feirer, Charles Buechel, Kathy Frymark, Richard Lentz, Kathy MacAvaney and Jennifer Polinski

Also Present: Library Director Amy Krahn

The meeting was called to order at 4:00 p.m.

Statement of Public Notice:

The meeting has been properly posted and noticed as required by law.

Approval of Minutes

Moved by Richard Lentz seconded by Alderman Feirer to place on file the minutes of the St. Francis Library Board meeting held on November 9, 2022. Motion carried.

Approval of Claims:

Moved by Richard Lentz, seconded by Charles Buechel to approve the November claims as presented. Motion carried.

Correspondence:

None

Public Comments:

None

Adjourn to Closed Session: Roll Call Vote Required:

Moved by Richard Lentz seconded by Alderman Feirer to adjourn to Closed Session pursuant to Wisconsin Statutes 19.85(1) (c) for considering personnel related issues, such as the employment, compensation and performance of personnel and the library employee handbook. The following voted "aye": Adamczewski, Alderman Feirer, Buechel, Frymark, Lentz, MacAvaney and Polinski. Motion carried.

Time: 4:03 p.m.

Reconvene to Open Session:

Moved by Alderman Feirer seconded by Richard Lentz to reconvene into Open Session. Motion carried.

Time: 4:06 p.m.

Discussion and Possible Action from Closed Session:

Moved by Alderman Feirer seconded by Richard Lentz to present the employment contract to Library Director Amy Krahn. Motion carried.

Reports:*Chairman*

- None

School Representative

- The school year has begun, after the summer of construction we are open.
- Jess is working on setting up a schedule to have story times at Willow Glen again.
- Jess, as a part of the Willow Glen Innovation Lab Committee is going to help sort resources and set up the Lab soon.

Friends

- None

Director

- See Director's Report as included in the Board packet.

Moved by Alderman Feirer seconded by Richard Lentz to approve all reports as submitted. Motion carried.

Unfinished Business:

- None

New Business:

- Reciprocal Borrowing 2023 Spending Plan
 - Moved by Alderman Feirer and seconded by Charles Buechel to approve the spending plan for 2023. Motion approved.
- Staff in-Service Date/Library Closure
 - Moved by Kathy MacAvaney and seconded by Jenifer Polinski to approve the staff In-service and library closure date. Motion approved.
- Wage Step Increases
 - Clarified that Amy can move people up in wage steps.
- Meeting Dates/Times 2023
 - Meeting dates for 2023 will be second Wednesday of the month.
- TK Elevator Proposed Elevator Upgrade
 - No Action.

Comments on Prior, Present and Potential Agenda Items by Board Members:

- None

Adjourn:

Moved by Alderman Feirer seconded by Richard Lentz to adjourn the meeting. Motion carried
Time: 4:35 p.m.