

LIBRARY BOARD
July 27, 2022

LIB20220727-1
UNAPPROVED

A regular meeting of the Library Board, City of Cedarburg, Wisconsin was held Wednesday, July 27, 2022 at the Cedarburg Public Library, W63N589 Hanover Ave., Cedarburg, Wisconsin in the second floor breakroom.

The meeting was called to order by President DeWayna Cherrington at 6:36 pm

ROLL CALL: Present: Council Member Robert Simpson, DeWayna Cherrington, Joycelyn Russo, Meghan Wielebski, Kassandra Bartelme

Absent: Lorraine LeSage, Michael Maher

Also Present: Library Director Linda Pierschalla, Librarian Laura Beldavs, Mayor Mike O'Keefe

STATEMENT OF PUBLIC NOTICE

President DeWayna Cherrington acknowledged that the agenda for this meeting was distributed and posted in compliance with the Wisconsin Open Meetings law.

COMMENTS AND SUGGESTIONS FROM CITIZENS – None

APPROVAL OF MINUTES

Motion made by Council Member Simpson, seconded by Kassandra Bartelme, to approve the minutes of the June 22, 2022 meeting. Motion carried without a negative vote with Lorraine LeSage and Michael Maher absent.

APPROVAL OF BILLS AND FINANCIAL STATEMENTS

Director Pierschalla reviewed the financial statements with the Board members and highlighted the sick leave payouts that are included in this month's statements. Currently, bills and financials are trending normally at 50% point of the year.

Motion made by Joycelyn Russo, seconded by Meghan Wielebski, to approve the bills and financials as presented. Motion carried without a negative vote with Lorraine LeSage and Michael Maher absent.

REPORTS

Director's Report

Assistant Director David Nimmer is retiring Sept 6, 2022. The position has been posted. It is possible, if needed, to outsource IT work that Assistant Director Nimmer performed.

A meeting occurred this past month with key staff members to go over the marketing checklist and to determine who is doing what. They now have a calendar to keep track of library events each month, so they know what to promote.

Staff have reported many positive comments on the summer reading brochure and many patrons have brought in the coupon from the brochure to waive fees.

The annual report to the Common Council was presented on June 13.

The Greater Cedarburg Foundation Gala is planned for Oct 1, 2022. The Cedarburg Library will be one of stops beginning at 6:00 p.m. prior to the dinner at the Cedarburg Cultural Center at 7:30 p.m. It was noted that this is the same night as the Cedarburg High School Homecoming.

Local author, Lesley Kagan, and her book *Every Now and Then* has been chosen for Cedarburg Reads. There will also be a writing contest added this year, called Cedarburg Writes.

School Report - None

UNFINISHED BUSINESS

Review and Discuss 2023 Library Budget Draft; and Action Thereon

Research and Communications Librarian Laura Beldavs spoke about the employee compensation plan that was created by the City three years ago and concerns regarding the current salaries of the librarians.

Ideas were discussed to increase revenue such as advertise for rental of community room, more grant writing, and a bigger push for donations to apply to new books.

The unexpected sick leave payout for 2022 was noted.

Motion made by Joycelyn Russo, seconded by Council Member Simpson to approve the draft budget with a correction made to increase the cost of natural gas estimates for 2022 and 2023. Motion carried without a negative vote with Lorraine LeSage and Michael Maher absent.

NEW BUSINESS

Review Digital Media Policy; and Action Thereon

The Board made adjustments as needed to the Digital Media policy with alterations to the description.

Motion made by Joycelyn Russo, sec Council Member Simpson, to approve the Digital Media policy with noted alterations. Motion carried without a negative vote with Lorraine LeSage and Michael Maher absent.

Discussion on Window Tinting Quotes; and Action Thereon

Quotes were received from Comfort Zone Window Tinting for \$15,500 and Krause Window Tinting Shades and Blinds for \$9,199.00. However, the Board expressed concerns whether these estimates are for the same windows. The Board questioned the type of guarantee and/or references for the Krause estimate. This will be revisited after talking with both companies.

ADJOURNMENT

Motion made by Joycelyn Russo, seconded by Council Member Simpson, to adjourn the meeting at 8:07 p.m. Motion carried without a negative vote with Lorraine LeSage and Michael Maher absent.

Meghan Wielebski
Secretary

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