

**LIBRARY BOARD**  
**August 24, 2022**

**LIB20220824-1**  
**UNAPPROVED**

A regular meeting of the Library Board, City of Cedarburg, Wisconsin, was held Wednesday, August 24, 2022, 6:30 p.m. at the Cedarburg Public Library, W63 N589 Hanover Avenue, Community Room.

The meeting was called to order by President DeWayna Cherrington at 6:39 p.m.

Roll Call: Present – Meghan Wielebski, Joycelyn Russo, Michael Maher, Lorraine LeSage, DeWayna Cherrington, Kassandra Bartelme

Absent - Council Member Robert Simpson

Also Present - Library Director Linda Pierschalla

**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 & SUGGESTIONS FROM CITIZENS** - None

**APPROVAL OF MINUTES**

The following sentence needs to be added to the minutes: Lauren Pierre, a librarian from the Cedarburg Library, was also present at the meeting and offered her insight regarding programs/services offered by the Library and concerns about compensation.

Motion made by Joycelyn Russo, seconded by Kassandra Bartelme, to approve the July 27, 2022 minutes as corrected. Motion carried without a negative vote with Council Member Simpson absent.

**APPROVAL OF BILLS AND FINANCIAL STATEMENTS**

Director Pierschalla reviewed the bills and financials with the Board. Current expenditures are where they should be for this time in the year. The only unexpected expenses are for the two retirees. There is some cost savings because of the staff turnover.

President Cherrington questioned the cost of the phone system that was updated, as it seemed that there should be less cost associated. Director Pierschalla explained that the software for the telephone is also for the PA system, which is why there is still a cost there. Next year, it will be budgeted differently into the bills and financials.

Motion made by Joycelyn Russo, seconded by Meghan Wielebski, to approve the bills and Financial Statements. Motion carried without a negative vote with Council Member Simpson absent.

## **REPORTS**

### **Director's Report**

Assistant Director Nimmer's last day is Tuesday, September 6, 2022. There will be a party in the Community Room on Tuesday, September 6, from 3:00 p.m. - 5:00 p.m. The Board discussed what an asset Assistant Director Nimmer was to the entire library. Anthony Sigismondi has been hired as the new Assistant Director and will start on September 6, 2022.

Youth Services & Young Adult Librarian Katelyn Morrison has resigned. She will be moving out of State. Heidi Griffin will move into Katelyn's position, as she has wanted to become full-time, beginning Sept 6.

Kassandra Bartelme discussed ways for keeping current employees and gaining new employees. A portion of The Greater Cedarburg Foundation Gala will be held at the Library on Oct 1, 2022 from 5:00 p.m.-5:30 p.m., with some Board Members in attendance,

The Cedarburg Friends–Cedarburg Reads kickoff event will be held on Sept 1. There will be a writing contest for elementary, middle school and high school students, with cash prizes. There will be two book discussions with author Lesley Kagan.

It was discussed that according to policy, Department Heads can ask for a 2% raise on top of the 2% COLA increase for employees if below midpoint. The Cedarburg Library is lower than Milwaukee and Waukesha Country as far as pay; however, it is comparable to Ozaukee County.

### **School Report**

Lorraine LeSage discussed moving the operating systems to AccessIt. Currently, librarians are going through training for AccessIt. Lisa Vick will be the librarian at Westlawn and Parkview Schools. Lorraine LeSage will be the librarian at Thorson, Webster, and Cedarburg High School.

## **UNFINISHED BUSINESS**

### **Review and Discuss 2023 Library Budget Draft; and Action Thereon**

The Board Members reviewed and discussed the 2023 Library Budget Draft.

### **Discussion on Window Tinting Quotes; and Action Thereon**

This item is still up for discussion and will be determined at a later time with additional estimates and samples.

## **NEW BUSINESS**

### **Review and Discuss the Emergency Closing Policy; and Action Thereon**

Director Pierschalla looked to other libraries at the type of wording they used for their Emergency Closing policy to have in writing. The Board discussed including social media announcements for said closings.

Motion made by Kassandra Bartelme, seconded by Jocelyn Russo, to accept the Emergency Closing Policy with the addition of including social media announcements for said closing. Motion carried without a negative vote with Council Member Simpson absent.

**ADJOURNMENT**

Motion made by Jocelyn Russo, seconded by Meghan Wielebski, to adjourn the meeting at 7:51 p.m. Motion carried without a negative vote with Council Member Simpson absent.

Meghan Wielebski  
Secretary

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