

LIBRARY BOARD
February 28, 2024

LIB20240228-1
UNAPPROVED

A regular meeting of the Library Board, City of Cedarburg, Wisconsin, was held Wednesday, February 28, 2024 at the Cedarburg Public Library, W63 N589 Hanover Avenue, Community Room.

The meeting was called to order by President DeWayna Cherrington at 6:35 p.m.

Roll Call: Present - DeWayna Cherrington, Kassandra Bartelme, Joycelyn Russo, Meghan O'Driscoll (arrived at 7:04 p.m.), Michael Maher, School Superintendent Jeridon Clark

Excused - Council Member Melissa Bitter

Also Present - Library Director Linda Eastwood, City Labor Attorney Ron Stadler (arrived at 7:01 p.m.)

STATEMENT OF PUBLIC NOTICE

It was 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

Motion made by Joycelyn Russo, seconded by Michael Maher, to approve the February 15, 2024 Library Board minutes. Motion carried without a negative vote with Meghan O'Driscoll and Melissa Bitter excused.

APPROVAL OF BILLS AND FINANCIAL STATEMENTS

There was a donation of \$10,000 in memory of a community member to the Friends of the Library; there will be a plaque in the adult mystery section upstairs. They would also like a bench, but the library doesn't have an outside area with seating, something else will be considered for upstairs. Staff are working on getting a quote to fix the cracked window. The air conditioning will be fixed using the repair budget, the amount is \$2,000. The accessible entrance needs to be fixed, that will be \$4,000. The current fund balance is around \$137,000. The cost of landscaping and winter maintenance is concerning from a cost standpoint, as is the amount of salt they use that then gets tracked into the library.

Motion made by Michael Maher, seconded by Joycelyn Russo, to approve the bills and financial statements. Motion carried without a negative vote with Meghan O'Driscoll and Melissa Bitter excused.

REPORTS

Director's Report

The part-time youth services position has been filled with Jaida. Karen Tomaschek was also hired. Goals for 2024 are being fine-tuned. The DIY StoryCorps project has started. Cedarburg Friends of the Library has allocated \$13,500 for 2024. Discover will now start in May (from Monarch). Director Eastwood is attending a PLA conference in Ohio in early April. The library was listed in the estate of another community member. Director Eastwood will be out on FMLA March 11-24. Assistant Director Sigismondi will cover for her. Heidi attended the recent school district library meeting. The Wisconsin Quilt Museum received a grant to sponsor a speaker and the library is partnering with them. The presentation will be held at the library, and it will be filmed.

School Report

The library meeting was recently held. The Curriculum Director is retiring. Read Across America is this week.

UNFINISHED BUSINESS

Review and discuss Library Bylaws; and action thereon

DeWayna Cherrington is asking for volunteers to help review the bylaws to add a Personnel Committee. Joycelyn Russo, Meghan O'Driscoll, and Michael Maher volunteered.

NEW BUSINESS

Discussion and possible action on 2023 Annual Report

The annual report is included in the Library Board Meeting packet. It has been approved by Riti Grover of Monarch. Michael Maher asked about the large difference between adult and children's programs, commenting that there are so many more for adults. Director Eastwood will review and get back to the Board. DeWayna Cherrington noted that while expenditures on books were higher in 2023 than 2022, 2021 was even higher.

Motion made by Meghan O'Driscoll, seconded by Joycelyn Russo, to approve the Public Library Annual Report with correction of Melissa Bitter's email address. Motion carried without a negative vote with Melissa Bitter excused.

Discussion and possible action on Annual Library Director Performance Review

DeWayna Cherrington will send the form out to the Board with a due date by which to complete an evaluation of the Library Director. The library staff will also be asked to complete anonymous surveys with feedback on the Library Director.

ADJOURN TO CLOSED SESSION

Motion made by Michael Maher, seconded by Meghan O'Driscoll, to approve adjournment to closed session at 7:17 p.m. pursuant to Wis. Stat. 19.85(1)(c) to confer with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved, more specifically, to discuss items 10.A. and 10.B. Motion carried on a roll call vote with O'Driscoll, Maher, Cherrington, Russo, Clark, and Bartelme voting aye and Melissa Bitter excused. More specifically discussed was the recent employee termination and possible settlement, as well as the discussion of the Equal Rights Complaint filed by the terminated employee.

ADJOURNMENT

Motion made by Michael Maher, seconded by Joycelyn Russo, to adjourn the meeting at 7:57 p.m.
Motion carried without a negative vote with Melissa Bitter excused.

Kassandra Bartelme
Secretary