

**Library Board Meeting Minutes**

**Thursday July 28, 2022 at 7:00 AM**

**Library Meeting Room 105 Perimeter Rd. Mount Horeb, WI 53572**

**THE JULY 28, 2022 LIBRARY BOARD MEETING WILL BE HELD IN PERSON.**

**Open:** The meeting was called to order at 7:03 am

**Present:** Bullette, Craft, Ott, Salerno and Director Gretzinger

**Absent:** Leary, Maguire and White

**Guest and Public Comments:** Brett Halverson from MH Village Board was present

**Approve Minutes from June 23, 2022** Tabled due to lack of members eligible to vote

**Treasurer's Report:**

Approval of library bills

Endowment Fund update

Review/Consider Balancing Endowment Funds

**Library Board Officer Elections**

**Nominations were made as follows:**

**President-Salerno**

**Vice-President-Craft**

**Secretary-Ott**

**Treasurer-Maguire**

**Personnel Committee: Salerno, White, Leary and Bullette**

**Motion was seconded**

**Result of Vote-all in favor**

**Director's Report**

- Staff Inservice Day (Fall 2022)

**Motion to approve library closure for Thursday, December 8<sup>th</sup> for Staff Inservice Day was made.**

**Motion was seconded**

**Result of Vote-all in favor**

- Carpeting project is complete
- Program highlights
- June statistic highlights

**Motion to Adjourn to executive closed session as allowed by WI State Statute 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. (Re: Position Descriptions and Employee Wages)**

Motion was seconded

Roll Call Vote

Bullette-yes

Craft- yes

Ott-yes

Salerno-yes

Result of Vote-all in favor

**Motion to Reconvene to open session for action regarding closed session was made.  
Motion was seconded  
Result of Vote-all in favor**

**Motion to amend all leadership team job descriptions to include language that includes their assistance with building and its operation including but not limited to billing, staffing and etc. in the Director's absence was made.  
Motion was seconded  
Result of vote-all in favor**

**Motion to amend Circulation Supervisor job description as discussed was made  
Motion was seconded  
Result of Vote-all in favor**

**Motion to approve 2022 wage scale as presented was made  
Motion was seconded  
Result of Vote-all in favor**

**Motion to approve wage increase of \$.25/hour for shelvers and a \$.50/hour increase for all other positions including the Director effective August 14, 2022 was made  
Motion was seconded  
Result of Vote-all in favor**

**Presentation of 2023 Library Budget**

**Review & Discuss**

- 2023 Library Operating Budget

**Choose team meeting date/time with Dimension IV at Aug 25 Board Meeting**

**Future Agenda Items-approval of June minutes, approve 2023 Library Operating Budget, approve designating 2022 savings to 2023 wages, Dimension IV**

**Next board meeting-August 25, 2022**

**Motion to Adjourn made at 8:45 am  
Motion was seconded  
Result of Vote-all in favor**