

Library Board Meeting
Thursday September 26, 2024
7 AM
Library Meeting Room
105 Perimeter Rd.
Mount Horeb, WI 53572

Meeting opened at: 7:01am

Present: Bullette, Craft, Hillary, Maguire, Leary, Miller, White and Director Gretzinger

Absent: None

Guests: None

Guest and Public Comments: None

Approval of Minutes: August 22, 2024

Motion was made – Maguire, Hillary, and Leary abstained, motion seconded

Result – all in favor

Treasurer’s Report:

- Approval of library bills
- Endowment Fund update
 - Consider affirming the investment objectives and allocation for the Endowment Account
 - Motion was made to affirm the investment objectives and allocation for the Endowment Account at a split of 70/30– seconded
 - Result – all in favor

Director’s Report

See attached

- August statistics
- Strategic Plan tracking/updates
- 2025 Library Operating Budget / Review presentation for Finance & Personnel Committee

Agenda Items

- Consider quote to patch/paint Reading Room
 - Motion was made to approve quote to patch/paint the Reading Room, pulling funds from both the remaining capital fund balance and/or operating fund balance – seconded
 - Result – all in favor
- Consider Memorandum of Mutual Accountability: Beyond the Page / Ripple
 - Motion was made to approve the updated MOMA: Beyond the Page / Ripple – seconded

- Result – all in favor
- Consider revisions and updates to Library Employee Guidelines in regards to newly approved Village Handbook Policies and general updates:
 - Tuition Assistance Policy
 - Cell Phone Allowance Policy
 - Sick Leave Conversion
 - Bereavement Leave Policy
 - Jury Duty
 - Remote Work Policy
 - Dress Code and Grooming Policy
 - Motion to approve revisions and updates to Library Employee Guidelines regarding Tuition Assistance, Cell Phone Allowance, Sick Leave Conversion, Bereavement Leave, Jury Duty, Remote Work Policy, and Dress Code and Grooming policies – seconded
 - Result – all in favor
- Consider Library Director evaluation
 - Motion was made to approve the Village of Mount Horeb 2024 performance evaluation form for staff with the exception of submitting the completed document to HR for review– seconded
 - Motion was made to approve the 2024 Village of Mount Horeb Department Head Staff Feedback form with input from the Personnel Committee – seconded
 - Result – all in favor

Future Agenda Items

- Update from the library director on the 2025 Library Operating Budget / Review presentation for Finance & Personnel Committee
- Feedback on the Library Director performance form from the Personnel Committee

Adjourn

Motion to adjourn – motion seconded

Results – all in favor

Meeting adjourned at 8:23am