

VPL Board Meeting Minutes
Library Board of Trustees-Verona Public Library
500 Silent Street Verona, WI 53593

Wednesday, March 6, 2019, 6:30 p.m.
Library Phone Number 608-845-7180

Present: Conwell, Sohail, Hopp, Reekie, Kurth, Burkart
Absent: Napier, Ryan
Guest: Chelsea Balinski

Call to order:

Vice President Hopp called the meeting to order at 6:30 p.m.

Approval of Minutes:

A motion was made by Reekie, seconded by Kurth to approve the Regular Meeting Minutes of 02/06/19. Motion carried.

Review and Approval of Invoices:

A motion was made by Reekie, seconded by Kurth to approve the February 2019 invoices. Motion carried.

Public Comments:

Ms. Balinski joined the board meeting regarding her open letter to the library board published in Verona Press in October 2018 when the board invited her to join the monthly board meeting. She appreciated the response sent to her by the board. She requested the board to revisit some policies that involves junior account holders. She requested to have internet filters on the laptops checked out by the juniors and creating junior access accounts with limited access to circulation material with parental consent and permission. The board appreciated the suggestions and was willing to discuss the options as an agenda item on the upcoming board meetings to revisit the circulation policy and computer use policy in the library for the juniors.

City Council Liaison Report:

Reekie reported that a new interim city administrator has been hired who is meeting the heads of all the city departments and showing a good initiative to learn about the city departments.

Library Director's Report:

Burkart reported about the flooding of the children's librarian office owing to HVAC malfunction. The cost of office furniture and miscellaneous items along with HVAC repairs and replacements has been submitted to insurance claim.

Old Business:

1. *Discussion and possible action regarding library furniture reupholstery: A motion was made by Kurth, seconded by Conwell to approve the quote from Embury for library furniture reupholstery. Motion Carried.*

New Business:

1. ***Discussion and possible action regarding limited staffing days during inclement weather:*** The board reviewed and discussed the drafted limited staffing day policy during inclement weather policy.

2. ***Discussion and possible action regarding annual library director evaluation and pay step increase for Stacey Burkart:*** The Library Board convened in closed session at 7:35pm to conduct the Library Director's performance evaluation made possible under Wisconsin State Statute 19.85(1)(c). Hopp called the meeting to convene in closed session by reading the following, "*At this time, the Verona Public Library Board intends to go into a closed session for the purpose of the Library Director's performance evaluation. Wisconsin State Statute 19.85(1)(c) allows for a closed meeting on this matter. After the closed session, the Verona Public Library Board will reconvene in the same location. At this time, a motion is needed and a roll call vote must be taken to meet in closed session.*" At 7:35pm, a motion was made by Reekie, seconded by Conwell, to convene in closed session. A roll call vote was taken from the board members: Hopp, Sohail, Reekie, Conwell, Kurth. Motion carried.

At 8:15pm, a motion was made by Reekie, seconded by Conwell, to reconvene in open session. Motion carried. A roll call vote was taken from the board members: Hopp, Sohail, Reekie, Conwell, Kurth. Motion carried.

A motion was made by Kurth, seconded by Reekie to adopt the 2019 goals for library director. A motion was made by Hopp, seconded by Conwell to approve the pay step increase for Stacey Burkart. Motion Carried.

Adjournment: Meeting adjourned at 8:17 p.m.

Library Board approved 4/3/19