

Barron Public Library – Board of Trustees

Agenda or Minutes:	Minutes
Body:	Board of Trustees – Meeting
Meeting Date:	Wednesday, July 12, 2023
Meeting Time:	5:00PM
Meeting Place:	Barron Senior Center or Zoom

	Agenda Items	Disposition	Action
	Call to order	Time: 5PM	
1)	Roll Call & Introductions	<p>Members: Heidi O Hong, Janet Espeseth, Teri Massie, Andy Rick, Andrew Harrington (City Attorney)</p> <p>Library Staff: Amanda Feldt-Smith (Dir.)</p> <p>Via Zoom: Gary Nelson, Audrey Kusilek, Liz Jacobson (City Administrator), Mo Tollman (admitted 5:15PM), Kathee Yamada (admitted 5:15PM)</p> <p>Not present/excused: Isaak Mohamed</p>	
2)	Approval of Agenda	Motion: Teri/Janet to approve agenda as printed, approved.	
3)	<p>Staffing/Personnel Updates</p> <p>a) Wis. Stat. § 19.85 (1)(f) Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be</p>	5.01PM Motion: Teri/Andy to convene to closed session for “Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or	

	<p>likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. This relates to library staffing.</p> <p>b) Wis. Stat. § 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. This relates to library staffing.</p> <p>c) The Barron Public Library Board of Trustees will reconvene in open sessions and may act on matters discussed in closed sessions to complete the agenda.</p>	<p>involved in such problems or investigations.” Wis. Stat. § 19.85 (1)(f) and “to consider employment, promotion compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.” Wis. Stat. § 19.85 (1)(c)</p> <p>- Roll call vote: Heidi, Janet, Teri, Andy, Gary, Audrey</p> <p>5:12PM Motion: Janet/Andy to reconvene in open session. – Roll call vote: Audrey, Gary, Andy, Teri, Janet, Heidi</p> <p>No motion or action required.</p>	
4)	Approval of the Minutes <ul style="list-style-type: none"> • June 2023 	Approved by general consent as printed.	
5)	Approval of the Bills		
	a) Expenditures, Act 150, monthly bills	Motion: Andy/Teri to approve the June expenditures as printed, approved.	
6)	Business: <ul style="list-style-type: none"> a. Director’s Report b. Programs and Statistics 	<ul style="list-style-type: none"> a) Administrative update about library services – the municipal complex now has a company providing pest control, Library Director is working on establishing an emergency preparedness plan, she met with an American Legion representative to set programs in November when the library hosts the Wisconsin Remembers exhibit. Barron Public 	

		<p>Library is signed up to be a host location for National Voter Registration Day on September 19, 2023.</p> <p>b) Update about statistics and current/future programs – circulation is going up, YouTube channel has had 211,811 views since it started, Storytime in the Park for July is music themed, adult trivia night theme: I Love the 90s, the end of Summer Reading block party has been set for August 16th 11AM-3PM.</p>	
7)	Policy Review	<ul style="list-style-type: none"> • Internet Policy – Motion: Andy/Teri to approve the Internet Policy as printed, approved. • Donations of Money Policy – Motion: Teri/Janet to approve the Donations of Money Policy as printed, approved. 	
8)	Staffing/Personnel Updates <ul style="list-style-type: none"> a) Job descriptions b) Dress code clarification 	<p>A)</p> <p>Motion: Audrey/Andy to approve the Community Programs and Partnership Supervisor job description as printed, approved.</p> <p>Motion: Andy/Gary to approve the Library Outreach and Delivery Specialist job description as printed, approved.</p> <p>Motion: Andy/Gary to approve the Youth Program Support Assistant position as printed with title change, approved.</p> <p>B) Dress code clarification – shorts are allowed so long as they are not athletic or sweat material and at least</p>	

		mid-thigh in length. No flip-flops are allowed. Sandals or open toed shoes are permitted so long as they are supportive and stable to the wearer.	
9)	Committees: a) Policy Committee b) Property Repair Committee	<ul style="list-style-type: none"> • Report and updates 	
10)	Unfinished Business a) Property repair projects	a) Kitchen/breakroom renovation	
11)	Announcements a) Trustee Training Week August 21-26 b) FOL First Annual Golf Outing Fundraiser	a) Trustee Training Week is August 21-26 with a different webinar/theme every day b) The First Annual Friends of the Barron Public Library Golf Outing Fundraiser is August 19 th – silent auction donations, volunteers and/or sponsorship is welcomed.	
12)	Agenda Items for Next Meeting	Contact Amanda with agenda items.	
13)	Adjournment	Time: 6.05PM	Next meeting: August 9, 2023