

Minutes of the
Glenwood City Public Library Board of Trustees

November 5, 2024 @ 5:00 PM

217 W Oak St., Glenwood, WI 54013

AGENDA:

1. Call to order: Nicole Langman called meeting to order at 5:00pm
2. Roll Call: Nicole Langman, Betsy Schug, Ken Peterson, Lara Draxler, Kristine Giammattei, Jeff Stoner (3 establish a quorum)
 - a. Absent: Ken Peterson
 - b. Present:
3. Certification of compliance with Open Meetings Law
4. Modify/Approval of Agenda: Langman motioned to approve agenda. Modify to say October minutes.
5. Public Comments: None
6. Approval of October Minutes: Take out extra comma. Add an R to Stone. Giammattei to fix and approve at next meeting.
7. Approval of Bills:
 - a. Amazon: Programming and subscriptions on books. \$179.48
 - b. Baker & Taylor: Last of Mayo grant, some of this will not be coming out of this subscription. \$725.41
 - c. Iffilus: Deep freeze of computers \$42
 - d. Nilsenn's: Programming food. \$37.82
 - e. Reimbursement to Rochelle Karlson for \$189.22. Pizza for program (will come out of the grant 96.71)
 - f. Postage: Stamps and ILL returns and normal return. \$103.03
 - g. Tribune: Case of copy paper. \$60
8. Schug made motion to approve bills. Stoner 2nd. Unanimous agreement. Motion carries.
9. Reports
 - a. Treasurer's Report: (Betsy Schug): Nothing
 - b. School Report: (Nicole Langman): Nov. 20th family engagement night at the school. Librarian to call to request some camping theme books for this event.
 - c. City Report: (Jeff Stoner): Budget city meeting Nov. 14th. Schug and Rochelle will attend, all board members can also attend.
 - d. Director's Report: (Rochel Karlson)
 - i. Webinars: 2 done and 1 this week. Some printable materials are available. Medical books have to be updated every 3 years. It used to be every five years. Upcoming webinar is about working with children with dyslexia.
 - ii. Presenter in a webinar for Iffilus on the book tasting. 21 total for the book tasting!
 - iii. April/May as a picnic theme event.
 - iv. Trunk or Treat: 75 bags were prepared. Had a craft with small board/nails that made a heart.
 - v. Hosted the pie baking contest with the senior center. Mary Pat Weeks won. 2nd place was Shirley Stoner. 3rd place winner was Gavin Kursten (7 years old).
 - vi. Outdoor movie also went well. 25-30 people attended.
10. Old Business:
 - a. 2025 – Budget Draft –discuss some changes made.
 - i. Rochelle made a change and took out the Library Page (volunteer position only)
 - ii. Furniture replacement if something breaks (in case of)
 - iii. Cleaning budget cut from \$7800 to \$4860 if needed.
 - iv. Over 101,000 budget (city giving 30k).
 - v. Next meeting, we will have a good idea of what needs to be adjusted.
 - vi. Rochelle to talk to Friends of the Library about St. Croix grants. Hoping to get some WonderBooks if we can secure a grant.
 - b. Credit Card Possibility:
 - i. Rochelle reviewed the 3 possibilities and will give the documents to Betsy to review/give her opinion.
 - ii. Betsy to review and will revisit this at the next meeting.
 - c. Director's Evaluation (Closed Session) 5:42 pm move to close session. Unanimous voice vote, motion carries to enter closed session.

i. **Closed Session:** Closed Session

Enter closed session per Wis. Stats. 19.85(1)(c) Compensation and Evaluation: Considering employment, promotion, compensation, or performance evaluation data of any public employee to which the governmental body has jurisdiction or exercises responsibility; performance evaluation.

11. Adjourn from Closed Session: 6:09 pm adjourned Closed Session. Draxler motions and Schug 2nd. Unanimous roll call vote.
12. Re Convene into Open Session: No action needed.
13. New Business:
 - a. Christmas on Oak St. - December 7th 10am-1pm
 - i. Rochelle talked to Maddie Williams at the school for some choir kids to perform.
 - ii. Santa is confirmed and Rochelle will call the sleigh contact again.
 - iii. Yano is an actor and he will be here during the program.
 - iv. Print of photographs for people and sell them to try to raise money
 - v. Seniors are confirmed to be paying for a large amount of the event. Rochelle will have a total we will contribute once she gets the Invoice from them.
 - vi. Buying little goodies for the gift bags. Raffle instead of silent auction.
 - b. Approve 2025 closing dates: Nothing new. Giammatei motioned to approve. 2nd Draxler. All in favor, unanimous motion, motion carries.
 - c. Approve 2025 Preapproved Bills: WisCat is on here, but the state got a grant and paid for everyone's WisCat. Schug motions to approve. Stoner 2nd's. All in favor. Unanimous voice vote, motion carries.
14. Agenda Planning for Next Board Meeting: Christmas items, budget items and new trustee.
15. Other Business: Kristine volunteered at a non-profit fundraising event last weekend and her "time worked" was paid at \$20 an hour and a total of 6 hours worked. This is to go to a non-profit of choice. This donation will be coming within the next month and has no restriction.
16. Adjourn (Time): Schug motions to adjourn. Stoner 2nd. Unanimous voice vote, meeting adjourned at 6:14pm.

Next Board Meeting December 3, 2024 @5:00 PM

The Glenwood City Public Library will attempt to provide accommodation to the public who wish to attend meetings, provided reasonable notice of need is given. To request such accommodation, call (715) 265-7443 and ask for Rochel