



Board of Trustees	Attended
<i>Name, Position Title, Year Board Term Expires</i>	
Jennifer Livingston, President, 2018-2024	X
Sarah Leinweber, Vice President, 2017-2023	Absent
Jay Balachandran, Village Board Representative, 2022-2023	X
Sandy Saltzstein, School District Representative, 2021-2023	Absent
Claire Flannery, Member, 2020-2023	Absent
Erin Jelenchick, Member, 2020-2024	X
Ellie Gettinger, Member, 2019-2025	X
Staff	
Nyama Reed, Library Director	X

Item	Action Desired	1st	2nd	Pass
CALL TO ORDER 6:38pm				
1. Statement of Public Notice	n/a			
2. Public Comment – limit to five minutes; the Board cannot discuss or act on any issue that is not duly noticed on the agenda.	n/a			
TOPICS REQUIRING DISCUSSION & APPROVAL				
3. Minutes of DEC 13, 2022 meeting	Motion	Balachandran	Jelenchick	Unanimous
Motion to approve minutes as presented.				
4. Finance Report Through DEC 31, 2022	Motion	Gettinger	Jelenchick	Unanimous
Motion to approve finance report as presented.				
5. 2023 Work Plan	Motion	Gettinger	Balachandran	Unanimous
Director Reed presented a 2023 Work Plan with focus on implementing the 2021 WFBPL Strategic Plan, updating policies, engaging with the public, maximizing the budget for full impact, reviewing and updating job descriptions and staff evaluation forms, and working with the Foundation and Friends.				
Motion to approve the 2023 Work Plan as presented.				
6. The Library Board of Trustees may convene into Closed Session per WI State Statute 19.85(1)(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and may reconvene in open session to act upon such matters The Board may reconvene to open session. The Board reserves the right to take action on any topic discussed in Closed Session.	Motion with Roll Call "In"	Roll Call In	Roll Call Out	Unanimous
	Roll Call "Out"			
7. Library Director's Annual Review	Motion	Gettinger	Balachandran	Unanimous
Director Reed has very good oversight of the library operations and is very organized financially. She represents the library and the community very well in other local and national library forums.				
Motion to approve a 4.6% salary increase for 2023, which brings Director Reed to the MCFLS average for suburban library directors.				
TOPICS REQUIRING DISCUSSION ONLY				
8. Foundation and Fundraising Update	Discuss			
Director Reed presented an update on the Foundation and fundraising efforts. The Library Board would like to invite the Foundation Board to attend the Feb 28 meeting to discuss 2023 goals and initiatives, short-term and long-term financial plans, and an analysis of which organization (ie. Library, Friends, or Foundation) funds library services and projects (ie. Programming, collections, wages, etc).				

9. Return to In-person/Hybrid Meetings	Discuss			
<p>Discussed returning to in-person meetings, with potential for hybrid option. Key factor in offering hybrid option will be whether library a/v is sufficient for those watching online to hear all discussion. Village Hall's board room has a microphone for each board member, whereas the library utilizes an OWL camera with built-in microphones in the middle of the room. The OWL works well for public programs, but we will need to determine if it is adequate to meet state law requirements for open meetings.</p> <p>Feb 28 meeting will be in-person with the meeting streamed via zoom. This will provide a chance to test out the audio equipment effectiveness. The Library Board will take action on returning to in-person meetings at the Feb 28 session.</p>				
10. Informational Items	Discuss			
Director Reed presented the Department Reports and statistics.				
ADJOURNMENT 8:26pm	Motion	Balachandran	Gettinger	Unanimous