

Whitefish Bay Public Library
Library Board Meeting
Tuesday, December 4, 2018
Minutes—Approved

ATTENDANCE:

Name	Attended	Name	Attended	Name	Attended
Douglas Armstrong (DA) School Board Rep	X	Karen Plach (KP) President	Excused	Nyama Reed (NR) Director	X
Jay Saunders (JS) Village Board Rep	X	Kate Tarpey (KT)	X	Jennifer Livingston (JL)	X
Tammi Giesen (TG)	X	Allison Fantetti (AF) Librarian	X	Sarah Leinweber (SL)	X

ALSO ATTENDED:

CALL TO ORDER: Vice President Sarah Leinweber called the Whitefish Bay Public Library Board meeting to order at 7:00 p.m.

1. STATEMENT OF PUBLIC NOTICE: Duly noticed by NR.
2. PUBLIC COMMENT: None.
3. DISCUSSION & APPROVAL of Minutes – November 6, 2018: There were no changes to the minutes. *Moved: JL; Seconded: DA; Approved: unanimously.*
DISCUSSION & APPROVAL of Financial Reports Through November 30, 2018: NR summarized the financial reports through end of November. *Moved: KT; Seconded: SL; Approved: unanimously.*
4. DISCUSSION of Village Budget Updates: NR reported that the village board approved the budget for 2019.
5. DISCUSSION of 2018 Community Survey Results: NR presented the results of the community survey.
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. *Moved: JS; Seconded: DA; Roll Call – Yes to move into closed session*
7. The Board may reconvene to open session. The Board reserves the right to take action on any topic discussed in Closed Session. *Roll Call – Yes to move out of closed session.*
 - a. Action: The Library Board approves 2.5% wage increase for all staff members with satisfactory performance, plus up to an additional 2.0% for merit as determined by the library director, within the approved 2019 budget. *Moved: JS; Seconded: JL; Approved: unanimously.*
8. DISCUSSION of Information Items:
 - a. Director and Department Reports
 - b. Library Building Maintenance Report
 - c. Library Statistics

NR summarized key aspects from the department reports from adult services staff, youth services staff, and circulation staff. Updates included all staff have finished their annual reviews, Whitefish Bay Talks brought in Jesus Salas who spoke about his family's life as migrant workers in Wisconsin, teen services created Thanksgiving cake pops and Theresa worked on updating the emergency procedures binder.

ADJOURNMENT: Meeting adjourned at 8:20pm. *Motion: JS; Second: KT; Approved; Unanimously.*

Respectfully submitted, Allison Fantetti, Teen Services & Technology Librarian