

PEWAUKEE PUBLIC LIBRARY BOARD MEETING

Wednesday, July 21, 2021 – 6:34 PM

1. Call Meeting to order and Roll Call:

Members Present: Lisa Jansen, Laura Muchowski, Dale Noll, Karen Wildman, Ian Clark

Others Present: Nan Champe (Library Director)

Members Excused: Heather Gergen, Leslie Miller,

2. Citizen's Comments/Correspondence: None

Motion to take Item #6 out of order: Lisa Jansen

Second: Karen Wildman

Motion carried.

6. Introduction of Alderman Ian Clark

Discussion: President Noll introduced Pewaukee City Alderman, Ian Clark. Ian was welcomed as the new Pewaukee Library Trustee.

3. Approval of Consent Agenda

a. Minutes June 16, 2021 (Monthly Board Meeting)

b. Financial Report:

i. Budget Comparison Detail Fund 900 – Library Fund – June 2021

ii. Certification of Library Vouchers: June 2021

c. Library Monthly Statistics Report

d. Director's Report

Motion to approve: Karen Wildman moved to approve without the minutes from June 16, 2021.

Second: Lisa Jansen seconded

Motion carried

Discussion: The Library's attorney, Jim Dunlap informed Director Champe that he would be retiring at the end of the year. The library trustees advised Nan to prepare an RFP for legal services for the library.

Motion to approve: Lisa Jansen motioned to approve

Second: Ian Clark

Motion carried

OLD BUSINESS

4. Discussion and possible action on outdoor library signage
Nan found a blue library sign to replace the missing sign as you enter the parking lot. Signarama will install Dimensional Letters near the library entrance. The monument sign will be updated.

No action taken.

5. Discussion and possible action on the revised Library Programming Policy.

Motion to approve: President Noll.

Second: Ian Clark

Discussion: Attorney Dunlap advised Nan to make some changes to the current policy.

Motion carried

NEW BUSINESS

7. Discussion and possible action on the new Information Security Policy

Motion to approve: Ian Clark

Second: Lisa Jansen

Discussion: The Information Security Policy was drafted by the Head of Adult Services and reviewed by Director Champe, BOT President, Noll and Att. Dunlap. Implementation will be forthcoming.

Motion carried

8. Discussion and possible action on the draft 2022 Joint Library Budget

Director Champe shared the preliminary draft of the 2022 Joint Library Budget. More information will be coming next month. The budget is due to the municipal boards on the last Friday in August.

No action taken.

9. Discussion of Trustee Essential #8: *Developing a Library Budget*

No action

10. Closed Session – The Library Board will recess into closed session pursuant to § 19.85(1)(c) Wisconsin Statute for the following reason:
(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically for the purpose of an unpaid leave request by an employee.

Motion to go into closed session: Ian Clark

Second: Karen Wildman

Discussion: n/a

Roll call vote: Dale Noll – Y, Karen Wildman – Y, Lisa Jansen – Y, Ian Clark – Y, Laura Muchowski – Y,

Motion carried

Motion to adjourn @ 8:08 PM: Lisa Jansen

Second: Ian Clark

Roll call vote: Dale Noll – Y, Karen Wildman – Y, Lisa Jansen – Y, Ian Clark – Y, Laura Muchowski – Y

Motion carried

NEXT MEETING: Wednesday August 18, 2021

LOCATION: Visaya Room, Pewaukee Public Library, 210 Main Street, Pewaukee, WI 53072

Approved by the Library Board of Directors August 18, 2021.