

PEWAUKEE PUBLIC LIBRARY BOARD MEETING

Wednesday, March 20th, 2024 at 6:30 p.m.

1. Call Meeting to Order and Roll Call: 6:36pm

Members Present: Dale Noll, Karen Wildman, Ian Clark, Ann Wright, Heather Gergen,
Lisa Jansen, Leslie Miller

Others Present: Nan Champe (Library Director)

REGULAR BUSINESS:

2. Citizen Comments/Correspondence - n/a

3. Approval of Consent Agenda

a. Minutes February 21st, 2024 (Regular Board Meeting)

b. Financial Reports:

i. GL Budget vs. Actual Library – February 2024

ii. GL Detail Library – through February 2024

iii. Payment Approval Report – through February 2024

c. Library Monthly Statistics Report though February 2024

d. Director's Report: March 2024

Motion to approve: Dale Noll motions to approve the Consent Agenda
(minus the GL Budget vs Actual Library Feb 2024 since not
available)

Second: Ann Wright

Discussion: None

Motion carried

OLD BUSINESS:

4. Discussion and possible action on the documentation for the Library Director's Annual Review

No Action

5. Discussion and possible action to close the Library's lower level during Carpet installation

Motion to approve: Ian Clark motioned to approve closing the lower level of the Pewaukee Public Library for carpet installation from Monday, May 13 through Wednesday, May 22.

Second: Heather Gergen

Discussion: None

Motion carried

NEW BUSINESS:

6. 2023 Library Director's Year in Review presented by Nan Champe

No Action

7. Discussion and possible action on the Pewaukee's Allowable Cost Worksheet for Waukesha County Libraries in the Bridges Library System

Motion to approve: Ian Clark

Second: Dale Noll

Discussion:

Motion carried

8. Discussion and possible action replacing the Library's Replacement Costs for Lost or Damaged Materials Policy with the proposed Fee Schedule Policy

Motion to approve: Heather Gergen

Second: Ian Clark

Discussion: None

Motion carried

9. Discussion and possible action on Bradford Systems Proposal to installing existing shelving units on the walls

No Action

10. Discussion and possible action on a proposal for a Fine Forgiveness Event

Motion to approve: Leslie Miller

Second: Dale Noll

Discussion: None

Motion carried

11. Discussion and possible action on the hiring of an 18 hr/week Administrative Assistant and job title rename from Administrative Assistant/Library Clerk II to Administrative Assistant and adding a new 14 hr/week Library Clerk position

Motion to approve: Lisa Jansen

Second: Dale Noll

Discussion: None

Motion carried

12. Discussion and possible action on BOT Trustee Essentials 16: Ethics and Conflict of Interest Laws Applying to Trustees

No Action

13. ADJOURNMENT

7:35pm

Motion to approve: Dale Noll

Second: Ian Clark

Discussion: None

Motion carried

NEXT MEETING SCHEDULED: Wednesday, April 17th, 2024

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