

**MINUTES OF THE MEETING OF THE
KIMBERLY PUBLIC LIBRARY BOARD
August 16, 2021**

The meeting was called to order at 5:00pm by Library Board President Corinne Herro.

The meeting was held in Meeting Room 1 of the James J. Siebers Memorial Library with an option to attend via Zoom.

Members present: Corinne Herro, Rose Vander Velden, Dave Hietpas, and Barbara Wentzel

Members Absent: Phil Yunk (excused)

Others present: Holly Selwitschka

Motion by Vander Velden, seconded by Wentzel to approve the minutes of the July 19, 2021 meeting. Motion carried by unanimous vote.

Motion by Hietpas, seconded by Herro to approve the current 2021 bills and financial report. Motion carried by unanimous vote.

Motion by Vander Velden to enter closed session per WI State Statute s. 19.85(1)(c) to consider changes to compensation of library employee(s). Seconded by Herro. Motion carried by unanimous vote.

Zoom Meeting portion ended.

The Library Board entered closed session at 5:01pm.

Motion by Vander Velden to re-enter open session. Seconded by Wentzel. Motion carried by unanimous vote.

The Library Board re-entered open session at 5:15pm.

Motion by Vander Velden, seconded by Herro, to approve three (3) additional days of vacation, effective immediately, for Children's Librarian, Ann Hardginski, as a one-time recognition of outstanding service in the face of several challenges over the course of the previous year. Motion carried by unanimous vote.

Director's Report:

- Holly informed the library board of various personnel updates including the quarantine of a library staff member due to close contact with a positive case of COVID-19, and the retirement of two (2) Village employees: Sally McGrady and Barbara Rein.
- Holly answered questions regarding topics covered in her report.
- Herro asked about the bike share research and expressed concerns over monetary and staffing costs as well as upkeep and theft prevention. The library is in the initial stages of

research for a bike share project that may include all cities, towns, and villages situated on the fox cities walking/ biking trail loop. Holly Femal of the Village Parks department is part of the research and planning, as well.

2022 Library Budget Proposal:

- Holly shared the very rough first draft of a 2022 library budget proposal, including a variety of possible staffing options.
- Library board agreed that staffing is a priority, as staff shortages are problematic to customer service, staff morale, and restoration of later hours of service. Of the options Holly offered, library board members favored Holly's option B: a mixed approach to rounding out the needs of current staff and introducing new staff.
- Hietpas suggested that Holly design two possible budget scenarios and include the stories for each: one which offers the basic minimum for operations and a second that demonstrates how a well-rounded budget can address the library's current shortcomings.
- Herro requested that Holly consider how the budget may lend to a return to offering later evening service hours in the next year.
- The board briefly examined the difference between a comparison of the proposed expenses against the library's current approved budget versus the library's current actual expenditures.
- Board members acknowledged that with the uncertainty of budgeting for a brand new form of management in the current year, adjustments in line items requested for the next year may seem disproportionate.
- Vander Velden asked for more specific guidance from the Village Administrator, a better idea of a range within which to plan. Holly will work with Dani before the final budget is submitted for library board approval.

Items for the Next meeting:

- Closed session to finalize the annual review of the Library Director
- 2022 Budget Proposal
- Provide an update of the Friends of the Library 501-C(3) status

The next meeting will be Monday, September 20 at 5:00pm in the James J. Siebers Memorial Library Meeting Room 1.

Motion by Hietpas, seconded by Vander Velden, to adjourn at 5:59 pm. Motion carried by unanimous vote.

Submitted by:

Holly Selwitschka, Library Director