

**MINUTES OF THE MEETING OF THE
KIMBERLY PUBLIC LIBRARY BOARD**

December 19, 2022

The meeting was called to order at 5:02pm by Library Board President Corinne Herro. The meeting was held in Meeting Room 1 in the Kimberly Public Library with an option to attend via Zoom.

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

Members Present Virtually via Zoom: Phil Yunk

Others present in Person: Holly Selwitschka

Motion by Vander Velden, seconded by Wentzel to approve the minutes of the November 21, 2022 meeting. Motion carried by unanimous vote.

Motion by Hietpas, seconded by Vander Velden to approve the current bills and financial reports as written. Motion carried by unanimous vote.

Holly briefly reviewed items from her director's report and detailed the process for sending patrons to collections for non-returned or damaged items that have gone too long unpaid. Discussion followed. Holly confirmed that library staff do collect driver's license numbers from patrons whenever possible on paper registration forms to assist with the collections process.

Motion by Wentzel, seconded by Hietpas to approve the Kimberly Public Library 2023 Budget with minor adjustments as approved by the Village of Kimberly Board of Trustees. Motion carried by unanimous vote.

Motion by Vander Velden, seconded by Yunk to approve the 2023 Village of Kimberly Wage Structure Hybrid Plan as it pertains to library employees. Motion carried by unanimous vote.

Motion by Hietpas, seconded by Yunk, to enter closed session per WI State Statute s.19.85(1)(C) to discuss compensation and benefits of library staff. Motion carried by unanimous vote.

Library Board entered closed session at 5:21pm

Motion by Vander Velden, seconded by Wentzel, to re-enter open session per WI State Statute s.19.85(1)(C) to discuss compensation and benefits of library staff. Motion carried by unanimous vote.

Library Board re-entered open session at 5:30pm

Motion by Wentzel, seconded by Hietpas to approve the carryover of 15 Paid Time Off hours for Jill Van Den Eng. Motion carried by unanimous vote.

New Business: Holly talked briefly about the process of a space needs assessment and informed the library board that there will likely be a cost involved to get the process started, possibly as much as \$15,000. Wentzel suggested that DPI may provide a similar service at no cost. Holly will look into options through DPI and bring information for all options to the next board meeting.

Items for the Next Meeting should include a summary of 2022 end of year budget, annual report, and strategic planning implementation.

Motion by Hietpas, seconded by Wentzel to adjourn. Meeting was adjourned at 5:38pm.

Submitted by: Holly Selwitschka, Library Director