



## Frank L. Weyenberg Library of Mequon-Thiensville

### Minutes of the Board of Trustees Meeting

Approved as of April 19, 2023

The Board of Trustees of the Frank L. Weyenberg Library Board of Trustees was called to order at 6pm, Wednesday, March 15, 2023, by Chair JanaLee Hitchcock, in the Tolzman Community Room.

**I. Pledge of Allegiance**

JanaLee Hitchcock led the Pledge of Allegiance.

**ii. Call to Order, Verification of Posting, Roll Call**

Hitchcock called the meeting to order at 6pm.

Posting notice as of Monday, March 13, 2023, was verified.

Trustees present: Hitchcock, Catherine Perry, Jeffrey Hansher, Graham Baxter, Cathrine Wagner, Tedd Lookatch, Jennifer Abraham

Staff present: Rachel Muchin Young, Library Director, Emily Vosberg, Access Services Manager

**III. Announcements:**

Emily Vosberg, new Access Services Manager, introduced herself to the Board of Trustees.

**IV. Public Comment:**

None.

**V. Approval of Minutes:**

Action Item: Minutes of the February 15, 2023, Meeting were included in the packet. Hearing no objections, the minutes were approved as presented.

**VI. Financial Reports**

**A. Revenue and Expense Reports for February 2023**

The reports were included in the Board Packet. They were found to be in order.

**B. Action Item: Accounts Payable Statement for February 2023**

Baxter moved to approve the Accounts Payable Statement for February 2023 in the amount of \$112,672.94. Motion carried.

**VII. Board Reports**

**A. President's Report:** Hitchcock reported on the joint Executive and Personnel Committee Meeting which met earlier in March. Rachel Skaggs from GovHR reported on the results of Classification Study.

**B. Finance:** No Report

**C. Advocacy:** No Report

**D. Personnel:** The Committee is scheduled to meet again May 23, 2023, at 1pm.

**VIII. Staff Reports**

**A. Library Operations:** The Statistical Summary showed numbers that rivaled pre-pandemic statistics.

**B. Director's Report:** Muchin Young's report was included in the packet.

**C. Staff Reports**

- i. Access Services Manager: Vosberg's report was included in the packet.
- ii. Business Manager: Jacobson's report was included in the packet.
- iii. Patron Services Manager: Pike's report was included in the packet.

**IX. Unfinished Business**

A. Classification and Compensation Study:

Recommendation from GovHR is to use this year to bring as many employees into the new ranges as possible, then continue the increases over the next two to three years, incorporating merit and longevity. This will be addressed at upcoming Personnel and Finance Committee meetings. Muchin Young further noted that a Class & Comp Study is also in the works for all public libraries throughout the state.

**X. New Business**

- A. Hitchcock appointed the following Trustees to the Nominating Committee: Abraham, Lookatch, and Wagner. They will meet prior to the April Board of Trustees meeting.
- B. The porcelain sculpture of the eagle will be repaired and moved to a more secure location.

**XI. Trustee Training, TE18 and TE19**

- A. Trustee Essentials 18: Library Board Appointments and Composition
- B. Trustee Essentials 19: Library Director Certification

**XII. Upcoming Meetings:**

- A. Nominating Committee: Wednesday, April 19, 2023, 5:45pm
- B. Board of Trustees: Wednesday, April 19, 2023, 6pm
- C. Board of Trustees: Wednesday, May 17, 2023, 6pm
- D. Personnel Committee: Tuesday, May 23, 2023, 1pm

**XIII. Adjourn**

There being no further business to come before the Board, Lookatch moved and Abraham seconded the motion to adjourn. Motion carried. Meeting adjourned at 7:20pm

Respectfully submitted,

*R. Muchin Young*

Rachel Muchin Young, Library Director