

**MINUTES OF THE MEETING OF THE
KIMBERLY PUBLIC LIBRARY BOARD
August 19, 2024**

The meeting was called to order at 4:05pm by Library Board President Corinne Herro. The meeting was held in Aspen-Birch Room of the Kimberly Municipal Center with an option to attend via Zoom.

Members present in Person: Corinne Herro, Rose Vander Velden, Barbara Wentzel, Phil Yunk, and Dave Hietpas (Hietpas left at 4:58pm, returned at 5:35pm)

Members present via Zoom: none

Members Absent:

Others present in Person: Holly Selwitschka, Kimberly Library Director

Motion by Vander Velden, seconded by Yunk to approve the minutes of the July 15, 2024 meeting. Motion carried by unanimous vote.

Motion by Hietpas, seconded by Wentzel to approve the current bills as written. Motion carried by unanimous vote.

Holly presented her Director's Report. Library board discussed several issues revealed by the report:

- New carpet replacement schedule and expectations. A question about replacing wallpaper with paint was discussed. Holly will get a quote to bring for further discussion.
- The library board discussed the option of using Square to enable the acceptance of credit card payments. Holly will draft a policy and bring back more information on that.
- Library board discussed the possibility of staying open later hours but are unclear about the demand or the associated costs. Holly will gather more data so the board can make a more informed decision.
- Holly shared updates about hotspot usage and procedural changes that have been implemented to better manage usage; the board requested the policy be updated to reflect those changes. Holly will draft changes to the policy for board review at the September meeting.

Old Business

Library Board briefly discussed the logo design options then voted for a design. Motion by Yunk, seconded by VanderVelden, to take a vote on the logo design options. President Herro conducted the vote, 3 in favor for option one (all blue); 1 in favor for option 2 (blue with red). Option 1 was chosen by a 4:1 vote.

Herro requested the new logo design be shared with FOKL at the next Friends of the Library meeting.

Hietpas left the meeting at 4:58pm.

New Business:

Herro requested a report on billing and TRIP/ SDC collections. Holly will bring it to the next meeting.

Director Report: Holly briefly reviewed items from her director report.

Items for the Next Meeting: updates on carpet and painting, a new policy for accepting credit as payment, updates to the hotspot policy, data to inform a decision about offering later evening hours, a patron billing report, 2025 budget draft, and 2025 library closed dates

Motion by VanderVelden to enter closed session per WI State Statute s.19.85(1)(c) to consider employment promotion, compensation, or performance evaluation of Library Director. Motion was seconded by Wentzel. Motion passed by unanimous vote. Library Board members entered closed session at 5:06pm.

Hietpas returned to the meeting during closed session at 5:35pm.

Motion by VanderVelden to exit closed session per WI State Statute s.19.85(1)(c) to consider employment promotion, compensation, or performance evaluation of Library Director. Motion was seconded by Yunk. Motion passed by unanimous vote. Library Board members exited closed session at 6:20pm.

Motion by Hietpas, seconded by Wentzel, to return to open session. Motion carried by unanimous vote. Library Board returned to open session at 6:21pm.

Motion by Yunk, Seconded by Hietpas, to approve Step Increase to M-5 and pay raise, as published on the Village of Kimberly 2024 Wage Structure, for the Library Director effective June 24, 2024. Motion carried by unanimous vote.

Motion by Wentzel, seconded by VanderVelden, to adjourn the meeting. Motion carried by unanimous vote. the meeting was adjourned at 6:23pm.

Submitted by: Holly Selwitschka, Library Director