



**CITY OF NEW BERLIN
LIBRARY BOARD - MINUTES
Monday, March 21, 2022**

Regular Meeting

Public Library

6:00 PM

Please note: Minutes are unofficial until approved by the Library Board at the next regularly scheduled meeting.

PUBLIC COMMENT SESSION

Forms to sign up for public speaking will be available 30 minutes prior to the meeting, and made available to the Library Board Secretary. Forms received after the 6:00p.m. meeting start time will be heard based on Board approval. Subject to the procedures which immediately follow, for a 30-minute period prior to the commencement of this meeting of the New Berlin Library Board any person may address the Board members present. During this period for the members of the public to address the members of the Library Board the following procedures shall apply:

- A. Individual presentations are limited to 2 minutes.
- B. Privilege of the Floor shall last no longer than 30 minutes.
- C. Presentations shall be limited to matters on the Library Board agenda for this meeting.
- D. Presentations shall not deal in personalities or personal attacks on members of the Board or Library employees.
- E. Presentations are not to be designed for purposes of engaging others in a debate or a response in this forum.
- F. There may be a large number of residents that would like to speak and in order to provide as many residents as possible an opportunity to speak, the Chairperson may limit the amount of times a person can speak to only once.
- G. Persons speaking should avoid duplication of the comments of other persons in their comments.
- H. Speakers shall fill out a form with their name and address and give it to the Board Secretary before beginning their remarks.
- I. Speakers shall also state their name and address at the beginning of their comments. These, along with a brief statement collected by the Secretary, will be available on the Library Minutes.
- J. Those present, engaged in disruptive behavior during and after presentations will be asked to leave.

CALL MEETING TO ORDER

Board Members Present: Jill Kawala, Nathan Jung, Ruth Bock, John Marek, Dolores Greenawalt, Debbie Stelzner, Chuck Garrigues, Patti Orzel

Excused: Linda Maas

Also present: Natalie Beacom, Director of Library, Kathy Wiemelt, Friends of the Library

ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

6:00pm Meeting called to order

COMMITTEE REPORTS

ITEM: Friends of the Library, Inc.

– Collected over 3,400 books over the curbside book drive.

CONSENT AGENDA

One motion and second will approve all of the following items listed. Any item may be pulled from the list and handled separately.

- Approval of minutes—Monday, February 21, 2022
- Approval of Bills and Invoices
- Next meeting date: Monday, April 18, 2022

Discussion was had.

MOTION: Jill Kawala moved to approve consent agenda

VOTE: Motion by: Jill Kawala
Second by: Debbie Stelzner
MOTION PASSED 8-0

END CONSENT AGENDA

ADMINISTRATIVE REPORTS

President's Report:

Noted recognition of the commendation received by the Library from the Governor's Office for efforts during 2021. Library was gifted a copy of the Cedarburg Art Museum, "The History of Wisconsin Art" book.

Director's Report:

Discussion was had about the 3D printer and John Marek asked for a sample for next week's meeting. Discussion was had about making sure what can be printed. Discussion was had about continuing the conversation for what can be made in the 3D printer. Natalie Beacom wanted to highlight the staff development date this Friday the board approved. Staff will go over a lot of the emergency procedures.

OLD BUSINESS

ITEM: Ongoing Pandemic Policies and Issues: Meeting Room Capacities, Computer Time Limits, Imaginarium:

Pandemic policies including meeting room times and computer limits. Discussion was had about the computer lab. Masking is optional. The policy is working well.

MOTION: Motion to set computer time back to four hours effective immediately

VOTE: Motion by: Patti Orzel
Second by: Dolores Greenawalt
MOTION PASSED 8-0

ITEM: Ongoing Pandemic Policies and Issues: Meeting Room Capacities, Computer Time Limits, Imaginarium:

Discussion about returning meeting rooms to 100% capacity. Masking is optional. The policy is working well

MOTION Motion to return meeting rooms to 100% capacity

VOTE: Motion By: Dolores Greenawalt
Seconded By: Jill Kawala
MOTION PASSED 8-0

NEW BUSINESS

ITEM: 2022 Staff Survey:

Discussion was had about creating a staff survey. Dolores Greenawalt and Nathan Jung will look over the questions for the survey and have questions ready by next meeting. By next month, Natalie Beacom will provide the evaluation tool currently used for library staff.

ITEM: Allowable Costs Worksheet:

John Marek and Natalie Beacom need to sign the worksheet which has information from the 2021 annual report.

ITEM: Exterior Recreation Projects:

The library is working to build programming opportunities with the NB Recreation Department. The library's south parking lot is a space the staff are considering painting different games on the pavement. The library is also working on composting units in the back. The library may need a shed in the back of the library to hold supplies. Dolores Greenawalt makes a motion to purchase and install the compost bin, Debbie Stelzner seconded it. All approved, none opposed. Motion carried. Natalie will present proposals for other exterior projects at April's meeting.

ANNOUNCEMENTS

No announcements

ADJOURN The meeting adjourned at 7:00pm

VOTE: Motion by: Chuck Garrigues
Second by: Ruth Bock
MOTION PASSED 8-0

Respectfully submitted by: Dolores Green

PLEASE NOTE: It is possible that action will be taken on any of the items on the agenda and that the agenda may be discussed in any order. It is also possible that members of and possibly a quorum of other governmental bodies of the municipality may be in attendance at the above stated meeting to

gather information; no action will be taken by any governmental body at the above stated meeting other than the governmental body specifically referred to above in this notice. Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aides and services. For additional information or to request this service, contact City Clerk Georgia Stanford (262)797-2446.