



**CITY OF NEW BERLIN
LIBRARY BOARD - MINUTES
Monday, July 18, 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.

ITEM: The Board gave an opportunity for the public comment for those members who registered to speak before 6:00 p.m.

No members of the public requested to speak.

CALL MEETING TO ORDER

Meeting was called to order at 6:00 p.m by President Marek.

ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

Present: Dolores Greenawalt, Jill Kawala, Nathan Jung, Linda Maas, Ruth Bock, Patti Orzel, John Marek, Charlotte Kroupa

Excused: Deborah Stelzner

Also present: Natalie Beacom, Director

COMMITTEE REPORTS

ITEM: Friends of the Library

No report was given this month.

CONSENT AGENDA

ITEM: Approval of minutes—Monday, June 20, 2022
Approval of Bills and Invoices
Next meeting date: Monday, August 15, 2022

MOTION: Motion to approve the Consent Agenda Items

VOTE: Motion by: Patty Orzel
Second by: Charlotte Kroupa
MOTION PASSED 8-0

END CONSENT AGENDA

ADMINISTRATIVE REPORTS

ITEM: President's Report
President Marek had no report.

ITEM: Directors Report –

The Director's report is attached to the minutes of this meeting.

OLD BUSINESS

ITEM: Ad Hoc Committee – Director Evaluation Update

This item was deferred to closed session.

No action taken.

ITEM: Library's 2023 Operating Budget

Preliminary information was presented with full budget information to be presented as we get closer to the City's budget adoption.

No action was taken.

ITEM: Circulation Policy Review

MOTION: Motion to approve the revisions to the policy as presented.

VOTE: Motion by: Ruth Bock
Second by: Charlotte Kroupa
MOTION PASSED 8-0

ITEM: Meeting Room Policy and Procedure Review

After discussion, this item will be held to the next meeting when the next draft will be presented.

No action taken.

NEW BUSINESS

ITEM: Waukesha Library Standards Certification

Natalie Beacom reports that we are at or above target in all areas.

No action was required by the Board on this item.

ITEM: Trustee Essentials Section 3

Information from Trustee Essentials: A Handbook for Wisconsin Library Trustees was provided to the Board for review.

No action was required by the Board on this item.

TABLED ITEMS

CLOSED SESSION

ITEM: Ad Hoc Committee – Director Evaluation Update

MOTION: Motion made to enter into closed session at _____ pursuant to Wis. Stat. 19.85(1)(c).

VOTE: Motion by: Patty Orzel
Second by: Linda Maas
MOTION PASSED 8-0

RECONVENE TO OPEN SESSION

MOTION: Motion made to return to open session at _____.

VOTE: Motion by: Patty Orzel
Second by: Charlotte Kroupa
MOTION PASSED 8-0

No action was taken on matters discussed in closed session.

ANNOUNCEMENTS

No announcements.

ADJOURN

MOTION: Motion to adjourn

VOTE: Motion by: Charlotte Kroupa
Second by: Nate Jung
MOTION PASSED 8-0

Meeting adjourned at 6:58 p.m.

Respectfully Submitted,

Jill Kawala