

MINUTES
New Berlin Public Library Board Meeting
Monday, June 19th, 2023, 6:00 p.m.
New Berlin Public Library | 15105 Library Lane | Heritage Room

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

Attendance: John Marek, Ruth Bock, Patty Orzel, Nathan Jung, Dolores Greenawalt, Charlotte Kroupa, Barb Uhen.

Members Absent and Excused: Debbie Stelzner and Jill Kawala

COMMITTEE REPORTS

Friends of the Library - Nothing to report.

CONSENT AGENDA ITEMS:

- Approval of Minutes—Monday, May 15th, 2023
- Approval of Bills and Invoices
- Next meeting date: Monday, July 17th, 2022

Member Orzel made a move to approve the consent agenda, Member Kroupa seconded.

Approved on a vote of 7-0.

ADMINISTRATIVE REPORTS

President's Report- No report this month.

Director's Report- The library is waiting for Wimmer Communities and ProHealth Care for the line-up for the concert series. The Library Flea Market was successful. The library hopes to coordinate with the farmer's market and do it again.

OLD BUSINESS

1. Nomination Committee Report

- a. Member Orzel noted a report was sent it out to the board members as part of the meeting packet. After thanking the willingness of members to consider nomination, she reported the Nominating Committee is proposing a slate of candidates for next year's officers: Treasurer, Ruth Bock; Secretary, Jill Kawala; Vice President, Nathan Jung; President, John Marek.
- b. Member Orzel made a motion to nominate the committee as a slate, Member Kroupa seconded. Motion approved 7-0.
- c. President Marek asked for any nominations from the floor three times. There were none. Member Kroupa made a motion to close the nominations and Member Bock seconded. Motion approved 7-0.
- d. Member Jung made a motion to approve the nominations as follows: Treasurer, Ruth Bock; Secretary, Jill Kawala; Vice President, Nathan Jung; President, John Marek. Member Uhen seconded. Motion approved 7-0.

2. Update on Director Evaluation Process

- a. Staff members responded to the survey and the next step is for the Director Performance Review committee to meet and review the results and Natalie's self-evaluation. The committee will then prepare a performance evaluation and meet with the Director. President Marek anticipates the full Board will go into closed session next month to review the Director's evaluation.

NEW BUSINESS

3. Overdose Aid Kits – Waukesha County sent out information about the opioid crisis. The state of WI would like to provide free "Oak" boxes with overdose aid kits in them that include Narcan doses, breathing mask, testing strips, information, gloves, and recovery information. It is suggested to put it where there are cameras, but no one minds if the doses are taken. It's a way to bring awareness to the current crisis. Director Beacom suggested where the Oak boxes could be located. The Board engaged in an extended discussion. Members raised many thoughtful points for consideration as well as input from the New Berlin Police and Fire Chiefs. There was not a consensus on a response to the proposal. President Marek asked Director Beacom to collect more information, in particular from the Bridges libraries, and follow up with the New Berlin Chiefs to bring more information to the next meeting.
4. Library Materials Budget Request - The New Berlin Library website needs to be overhauled and Director Beacom proposed using \$19,000 from the library materials budget for the one-time cost to design and implement a new website. Doing so would still put the library right at the 50% target for the year to date. It's a one-time charge. The \$2,000 yearly fee for hosting and maintenance of the website would be covered by the technology budget, as it is now. Using this service would allow for staff to have creative input on the library website as well; currently this is not possible. The Friends of the Library have offered to donate funding to cover staff training. The bid is significantly lower than a comparable proposal from the current vendor. Member Greenawalt made a motion to approve using \$19,000 from the library materials budget to contract with the provider, Library Market, for the design, implementation and hosting of the new website. Member Bock seconded. The motion was approved 7-0.

5. Library Update to the Common Council – Director Beacom reported 2 scholarships were awarded. One of the winners is from West and the other is from Eisenhower. Both love the library and articulated what the library meant to them. Director Beacom plans to share the essays as part of her annual report to the Council. Director Beacom is hoping to award scholarships again next year.

ANNOUNCEMENTS – None.

ADJOURNMENT Member Kroupa made a motion to adjourn, Member Bock seconded. Motion passed 7-0.

Meeting adjourned: 7:21pm.