

MINUTES
New Berlin Public Library Board Meeting
April 15, 2024, 6:00 p.m.
New Berlin Public Library
15105 Library Lane
Heritage Room

Meeting called to order by President Marek at 6:01 p.m.

ATTENDANCE:

Present: Ruth Bock, Chuck Garrigues, Nate Jung, Jill Kawala, Charlotte Kroupa, Patti Orzel, Barb Uhen, and John Marek

Trustees Absent and Excused: Dolores Greenawalt

Staff Members Present: Executive Director Natalie Beacom

FRIENDS OF THE LIBRARY:

The big book sale is coming up this weekend (Friday-Sunday). The general meeting was held and the officers are the same except for a new secretary.

CONSENT AGENDA ITEMS:

The following items were presented on the consent agenda:

- A. Approval of March 18, 2024 minutes
- B. Next meeting date May 20, 2024
- C. Approval of Bills and Invoices
- D. Library Activity Reports

Trustee Garrigues made a motion to approve the consent agenda items. The motion was seconded by Trustee Jung and passed on a vote of 8-0.

ADMINISTRATIVE REPORTS

President's Report – President Marek referenced the proclamation that the Mayor had presented to the Library for National Library Week.

Director's Report - The full report is attached to the minutes of the meeting. Ms. Beacom also showed everyone the brick that was created to commemorate the passing of former Board Trustee Debbie Stelzner.

OLD BUSINESS

Memo of Understanding Template

The template between the Library and entities who wish to establish a formal relationship to use library facilities as their designated gathering space for their organization in emergency situations. With respect to the specific request from Doxa

Christian Academy, Inc. the Board had additional questions. Ms. Beacom will consult with the City Attorney and bring a revised draft back.

NEW BUSINESS

Director Evaluation Planning

A. Staff Survey

The Board will use the same staff survey as last year. Trustee Jung will transmit the survey to the staff the week of April 22, 2024.

B. Formation of Evaluation Sub-Committee

Trustee Krupa moved to form a sub-committee of Trustees Marek, Jung and Garrigues to facilitate the evaluation. The motion was seconded by Trustee Orzel and passed on a vote of 8-0.

Trustee Essentials Chapter 6: Evaluating the Director

The Board considered this chapter of the Essentials handbook. There were no questions on this chapter.

ANNOUNCEMENTS

There were no announcements.

ADJOURNMENT

Trustee Jung moved to adjourn. Trustee Krupa seconded the motion, which passed on a vote of 8-0.

Meeting adjourned at 6:30 P.M.

Respectfully submitted,
Jill Kawala