

MINUTES OF THE JUNEAU PUBLIC LIBRARY BOARD OF TRUSTEES

Wednesday, January 8, 2025

Eileen Gratton called the meeting to order at 5:04 PM. Present were Eileen Gratton, Jean Haan, Jenifer Hirschfeld, Jessica Johnson, Rosemary Smantz, Wj Smedema, Jane Fude, and Library Director Connie Schuett.

Public Comment:

-none

Agenda:

-A motion to approve the agenda was made by J Haan and seconded by E Gratton. Motion carried.

Minutes:

-A motion to approve the minutes of the December 11, 2024, meeting was made by J Johnson and seconded by R Smantz. Motion carried.

Financial Reports:

-A motion to approve payment of the bills from Dec. 12-Dec. 31, 2024, was made by E Gratton and seconded by Wj Smedema. Motion carried.

-A motion to approve the December 31, 2024, Treasurer's Report was made by E Gratton and seconded by J Haan. Motion carried.

-Year-to-date Board expenditures for December were shared.

Director's Report:

-Year-to-date circulation and statistics were shared.

-Shared services, programs, and collection stats

-Shared that she is still working on PR and marketing

-Shared that she is experimenting with staff shifts and it seems to be working well

Unfinished Business:

-Updated quotes received and reviewed window replacements; will need to go to finance to ask for more money since initial quotes were not complete

-Reviewed the status of the boiler permits. Inspected every three years and have passed inspection and received paperwork. Currently trying to update the paperwork online.

Closed Session:

A motion was made by Wj Smedema and seconded by J Hirschfeld at 5:36 pm to adjourn to closed session in accordance with Wis. Stat. 19.85 (1)(c) to

consider employment, promotion, compensation or performance data of any public employee over which the governmental body has jurisdiction or exercise responsibility. Roll call was taken: R Smantz-yes, J Hirschfeld-yes, J Haan-yes; Wj Smedema-yes; J Johnson-yes; E Gratton-yes; and J Fude-yes. Motion carried. Board reviewed, discussed, and approved the 6 month review of Library Director Schuett. Motion was made by J Haan and seconded by J Hirschfeld at 6:04 pm to reconvene to Open Session as per Wi Stat 19.85 (2) and disclose findings. E Gratton-yes; R Smantz-yes, J Hirschfeld-yes, J Haan-yes, Wj Smedema-yes, J Johnson-yes; J Fude-yes. J Johnson will type up the review and present it at the next meeting.

Board Planning:

-The Juneau Library Board of Trustees will meet on Wed., February 12, 2025, at 5 pm.

A motion to adjourn at 6:06 pm was made by J Haan and seconded by J Fude. Motion carried.

Respectfully submitted,

Wendy Jo Smedema/Secretary