Brodhead Memorial Public Library

September 14, 2023

The Library Board of Trustees was called to order at 4:03 by President Ann Anderson via zoom. Jill Baxter arrived at 4:30. Others in attendance were Kirsten Novy, Katrina Dunlavy and Nancy Nettesheim.

Motion made to approve agenda and to deviate as necessary from order by Kirsten Novy and seconded by K. Dunlavy. Motion passed.

The August 18, 2023, minutes were approved following a motion from K. Novy and a second from K. Dunlavy. August 10, 2023, minutes will be reviewed next month.

The following changes were made to the authorizations on the Bank of Brodhead and Sugar River Bank accounts: Crystal Willegal as Interim Library Director and Kirsten Novy as interim board treasurer. Motion to that effect made by K. Dunlavy and seconded by N. Nettesheim. Motion passed.

The Library Board recommends that Crystal consult with Keri, the city treasurer, on the 2024 budget.

The following discussions were held concerning staffing at the library. Kadance Demrow, Sienna Gardener and Sara Carpenter have been posted to new positions in the library. A motion was made by K. Novy and seconded by A. Anderson to have the interim library director post the job of Library Assistant and hire the best candidate. Motion passed.

Motion by K. Novy to increase the following employees’ pay by 2% beginning the next pay cycle: C. Willegal, K. Sarow, Z. Mueller, D. Dillon, and A. Brunner.

Motion was seconded by A. Anderson. Motion passed unanimously

A motion was made by K. Novy and seconded by A. Anderson to increase C. Willegal’s hourly wage as interim library director to $22.50, paid retroactively to August 18, 2023. Motion was seconded by A. Anderson. Passed unanimously.

Discussion was held on the posting of the Library Director position for Brodhead Memorial Public Library.

The discussion of policies and procedures is tabled to a later meeting.

Financial Report was presented. There were no vouchers or reimbursements. Motion by K. Novy to accept the Financial Report as presented. J. Baxter seconded the motion. Motion approved.

Director’s Report was presented. K. Novy made a motion to accept the Director’s Report as presented. K. Dunlavy seconded the motion. Motion passed.

Future Agenda Items include the following:

Review possible changes to the day, time and use of zoom for monthly meetings.

Approve August 10,2023, minutes.

Update the information on the bequest to the library.

Motion by K. Novy to adjourn at 6:05. Second from A. Anderson. Meeting adjourned.