

**Library Board Meeting
Thursday March 22, 2018
7:00 am
Library Meeting Room**

**Motion to call meeting to order at 7:01 am by Bullette
Seconded by Leary
Result of Vote-all in favor**

Present: Bullette, Craft, Goltz, Leary, Ott, Salerno and Director Williams

Absent: Boyden

Guest and Public Comments: Jason Brehm, Cathie Jensen, George Jensen, Adrianna Jensen and Emily Nofke

George Jensen spoke re: evaluation of Director

Adrianna Jensen spoke re leaving employment.

Cathie Jensen spoke re: perceived climate concerns in the organization.

Emily Nofke-circulation supervisor introduced herself to the board she will be in charge while Williams is on vacation for 2 weeks

**Approval of Minutes: Motion to approve February 22, 2017 minutes made by Bullette
Seconded by Craft
Result of Vote-all in favor with Goltz abstained because he was absent from the last meeting**

Treasurer's Report: Boyden was absent but provided a written report which Salerno presented (**see attached**) **Approval** of library bills- over 70 transactions approved

□ Endowment Fund update over \$174,000 in account after \$7,000 withdrawn for 2018 spend. Fund is ahead by 2.9% for 2018, Broker wanted to do more aggressive investing, Boyden declined to do so because of expense of US stocks

Director's Report (See Attached) fragrance policy Williams solicited advice from several sources re: fragrance policies: Village Attorney does believe a separate work station is a reasonable accommodation because of our size, Madison public Library referred her to Civil Rights office- where scent free hours or a separate scent-free room were suggested; SCLS-scent issues are very subjective, puts policing on staff, can backfire: Black Earth now has policy for staff (no potpourri warmers or plug-ins)

Williams suggestions on attached Code of Conduct page 2 at paragraph III.8.

Discussion followed regarding thoughts and concerns on policies and meeting patron needs

Motion to approve updated Code of Conduct made by Leary to approve the new paragraph III.8 of Code of Conduct with the middle sentence "Policing the use of scents and fragrances puts unreasonable expectations on library staff and other patrons" removed.

Seconded by Bullette

Result of Vote-all in favor

Library space update

Tech service is on standby to come out tomorrow, Village employees on the ready to knock knee wall out and install carpet squares in the former computer lab

Craft-important to get computers out in public for monitoring purposes, discussion followed about introducing the computer stations idea and re-configuring of space to the public through signage, Facebook, web page and article in the paper.

Williams and Nofke demonstrated use of iPads and the spherio balls which can be navigated through mazes. Apple store will train staff on using the coding station and uses.

Review & Discuss

Strategic planning for Endowment

Madison Community Foundation Match program: Ott outlined MCF Challenge grant pros and cons and timeline:

2/1 Challenge Grants \$50,000

3/1 Challenge Grants \$100,000

Must agree for MCF to manage the funds, they get a 1% fee each year

8/15/2018 Letter of Inquiry due

10/1/2018 Complete Grant Application due from selected organizations (the application requires a full fundraising plan)

12/21/2018 Grant awards announced

Trustees will review MCF site for information for discussion at next meeting

Future Agenda items Strategic planning for endowment

Motion to Adjourn to executive closed session as allowed by WI State Statute 19.85(1)(c) to consider and discuss personnel matter(s) made by Goltz

Seconded by Leary

Result of Vote-all in favor

Motion by Goltz at 8:35 to come out of Closed Session made by Goltz

Seconded by Leary

Result of Vote-all in favor

Reconvene to open session for any action regarding closed session

Next meeting April 26, 2018

Motion to adjourn made at 8:36 by Bullette

Seconded by Craft

Result of Vote-all in favor