

Brodhead Memorial Public Library
March 16, 2015
Approved: April 20, 2015

The meeting of the library board was called to order by Joe Kohlman, vice-president at 4:00. Kirsten Novy continued the meeting after her arrival at 4:03. Those present included Kelly Gratz, John Walker, Diane Anderson, Ann Anderson, Nancy Nettlesheim, and library director, Nikki Busch.

Last month's minutes were approved following a motion by Joe Kohlman and a second by Diane Anderson.

The financial report was discussed. Payment vouchers included the Rock and Lafayette County reimbursement checks which were sent to the city for the sum of \$ 24,106 and \$26 respectively. There were no reimbursements. The vouchers were approved on a motion by Kelly Gratz and a second by Joe Kohlman.

Following discussion the library board decided to allocated funds to purchase window treatments for all of the remaining unshaded windows in the library proper. This includes 6 window areas for a cost of \$1902.00. The motion to purchase the shades was made by Ann Anderson and seconded by John Walker. The vote on the expenditure was unanimous.

The financial report was approved. The motion originated with Kelly Gratz and was seconded by Kirsten Novy.

Policy regarding the use of materials and equipment if a fine existed was the next topic. After recognizing a discrepancy in language concerning use of the internet and the amount of fines, a change in language was suggested. The new policy will keep the circulation fines policy as it presently exists .and change the internet use policy to \$20 or more in outstanding fines and fees. Kirsten Novy made the motion and Kelly Gratz seconded it.

A new personnel policy manual is needed as the present city council document applies only to city departments not the library. A motion was made by Kirsten Novy and seconded by Joe Kohlman to table the personnel manual revisions.

The library board went into closed session at 4:40 to discuss personnel matters. The board left closed session at 4:59. Both moves were unanimous.

Kirsten Novy made a motion to create the position of assistant library director to include the job description as written. John Walker seconded the motion.

Nancy Nettlesheim made the motion to set the wage for assistant library director at \$15 as soon as the position is filled which will first be offered via an internal process. Kelly Gratz seconded the motion. The motion passed unanimously.

In an ongoing effort to make wages for library personnel more equitable with the present economic conditions, but not to necessarily be continued ad infinitum, Kirsten Novy made a motion to increase the staff wage/scales by 4% as of April 1. Ann Anderson seconded the motion. The board agreed unanimously.

The working session scheduled for this meeting was tabled.

The motion to adjourn was made by Kirsten Novy and seconded by Ann Anderson at 5:12.
Minutes respectfully submitted by Nancy Nettlesheim, secretary