

February minutes of the Slinger Community Library Board  
Monday, February 14, 2022

The meeting of Slinger Community Library Board of Trustees of the Village of Slinger was called to order by Library Board President Marlyss Thiel at 218 Slinger Road, Slinger, WI at 4:30pm on February 14, 2022 in accordance with Notice of Meeting delivered to members on February 11, 2022.

**Roll Call and Confirmation of Open Meetings Law:**

	<u>Present</u>	<u>Absent</u>
Marlyss Thiel	X	
Donna Moldenhauer	X	
Vicky Farr (excused)		X
Jane Hignite	X	
Beth Lighthizer (Excused)		X
Katherine Tobey	X	
Cheryl Korinek	X	
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Also present:

Leslie Schultz, Library Director

Margaret Wilber, Village Administrator

**I. Open for Public Comment**

No public comments were presented.

**II. Director's Report**

A. Circulation and Library Use Statistics

Director Schultz stated January total circulations, digital and physical were 7,010 with physical circulations at 5,748 and digital at 1,262. Director Schultz stated physical circulations decreased 3.9% (236 items) from January 2021 and digital circulations increased 6.7% (80 items) from January 2021. Director Schultz stated patron count was 1,680 an increase of 19.8% (278) patrons from January 2021.

B. Library Program Report-October

Director Schultz shared the January program reports. Director Schultz stated the first half of Youth programs were cancelled because three staff were out with COVID including the Youth Services Librarian.

C. Circulation Clerk position update

Director Schultz stated four applications were turned into the Village, three applicants were interviewed and position was offered to a candidate. Director Schultz stated a start date had not been discussed until successful passing of the background check, physical, and drug test.

D. FOSL update

Director Schultz shared the Treasurer's Report and possible future fundraising event dates.

### **III. New Business.**

#### i. Minutes of January 10, 2021 meeting

Motion by Korinek/Tobey to accept minutes as presented. Motion carried.

#### ii. January Financial/Vouchers Reports

Motion by Korinek/Tobey to accept vouchers as presented. Motion carried.

#### iii. 2021 Annual Report

Director Schultz shared the 2021 Annual Report flyer and other statistical data from 2021.

Motion by Tobey/Hignite to accept the 2021 Annual report as presented. Motion carried.

#### iv. Library Staff Meetings

Director Schultz shared Section 8.8 of the Village of Slinger Personnel Policy pertaining to Library Staff meetings. Director Schultz recommended the following change:

*Staff meetings are held on a quarterly basis or as needed, at the discretion of the Library Director. Staff meetings are mandatory, unless the employee has been pre-approved for vacation leave, an extended leave of absence or is sick. In addition to quarterly meetings each year, the Library closes for a day to provide staff training and development. All staff is expected to participate and shall be compensated for their time.*

Motion by Tobey/Hignite to accept the change to Section 8.8 of the Village of Slinger Personnel Policy pertaining to Library Staff Meetings. Motion carried.

#### iv. Staff Development Day Closure (October 10, 2022)

Motion by Hignite/Moldenhauer to close the library on Monday, October 10, 2022 for Staff Development Day. Motion carried.

#### v. Library Silent Auction

Library Board Trustees made the decision not to take on the silent auction in 2022 because the FOSL are planning to send letters encouraging community businesses to send money donations. The Library Trustees will let this payout in 2022 and reassess for next year, 2023, if we bring back the silent auction or continue to solicit local businesses for monetary gifts.

#### vii. Campus Expansion update

Margaret Wilber, Village Administrator, spoke on the progress of the RFP for the campus expansion.

### **V. Announcements:**

A. Next Meeting Date: March 14, 2022 at 4:30pm

### **VI. Adjourn Meeting**

Motion by Moldenhauer/Hignite to adjourn at 5:19pm. Motion carried.

Respectfully Submitted, Leslie Schultz, Library Director