

## Westboro Public Library Board Meeting

February 10, 2015 - Minutes

- 1). Meeting called to order at 6:05pm by President Nancy Wiitala.
- 2). Roll Call – Trustees present – Nancy Wiitala, Lori Hanson, Lori Dums and Laura Jacobson. Absent Trustee Shanna Berger. Library Director Candice Smith was present.
- 3). Motion to approve order of Agenda made by Wiitala, 2<sup>nd</sup> by Dums. Motion carried.
- 4). Motion to approve the January meeting minutes made by Dums, 2<sup>nd</sup> by Wiitala. Motion carried.
- 5). Motion to accept Treasurer's report as given was made by Wiitala, 2<sup>nd</sup> by Jacobson. Motion carried.
- 6). Motion to pay bills as submitted was made by Hanson, 2<sup>nd</sup> by Dums. Motion carried.
- 7). Director's Report: Circulation for January 2015 was 686, down from 689 in January 2014. Director Smith reported the Westboro Library received \$677 for Price County cross county circulation. Director reported she is looking at ideas for upcoming Library Week. She also reported that the new AWE Tablet has been popular with the children.
- 8). Discuss and act on Workshop. Director Smith reported she would like to attend the Children's Book Fest in Rhinelander, WI on March 11, 2015 @ 8:30am – 2pm. Fee is \$10 for workshop plus mileage and wages. A motion was made by Wiitala for Director Smith to attend the Children's Book Fest on March 11, 2015, 2<sup>nd</sup> by Jacobson. Motion carried.
- 9). Review and approve annual report. Director Smith presented the annual report and briefly reviewed the report with the board members. A motion was made by Wiitala to accept the annual report as presented and the Library system effectiveness, 2<sup>nd</sup> by Hanson. Motion carried.
- 10). Discuss and act on Fundraisers. Director Smith presented materials for selling candy bars. A short discussion on a possible listening session to take place in March. This would be an informal/informational session for the local patrons to discuss what's going on within the library, meet the library board trustees, library staff. A survey will be sent out with the notice of the session.
- 11). Public Input. No public input.
- 12). The next regular meeting was set for March 10, 2015 @ 6:00pm.

13). Library Board to move to closed session. A motion was made by Hanson to move to closed session at 7:00pm and 2<sup>nd</sup> by Jacobson pursuant to WI Statutes 19.85 (1) (c) to discuss performance evaluation and compensation for Library Director Candice Smith. Roll call: Nancy Wiitala, Lori Hanson, Lori Dums, Laura Jacobson. Motion carried.

14). Library board to move to open session. A motion was made by Wiitala to move to open session at 7:48pm and 2<sup>nd</sup> by Hanson pursuant to WI Statutes 19.83. Roll call: Nancy Wiitala, Lori Hanson, Lori Dums, Laura Jacobson. Motion carried.

15). Board may take action on establishing wage rate. Motion was made by Wiitala to raise Candice Celestina-Smith's wages to \$13.50 effective February 25, 2015, 2<sup>nd</sup> by Dums.

16). Motion to adjourn was made by Dums, 2<sup>nd</sup> by Jacobson. Motion carried. Meeting adjourned at 7:55pm.

*Submitted by Secretary Lori Hanson*