

**MINUTES OF THE MEETING OF THE
KIMBERLY PUBLIC LIBRARY BOARD
July 19, 2021**

The meeting was called to order at 5:00pm by Library Board Member Rose Vander Velden.

The meeting was held in Meeting Room 2 of the James J. Siebers Memorial Library with an option to attend via Zoom.

Members present: Rose Vander Velden, Dave Hietpas, Phil Yunk, and Barbara Wentzel

Members Absent: Corinne Herro (excused)

Others present: Holly Selwitschka, Danielle Block

Motion by Hietpas, seconded by Yunk to approve the minutes of the June 21, 2021 meeting. Motion carried by unanimous vote.

Library Financial Reports: Holly reviewed the status of library financials year-to-date and shared projections for the year-end outlook. She demonstrated the impact of midyear raises on the current budget year.

Motion by Wentzel, seconded by Hietpas to approve the current 2021 bills and financial report. Motion carried by unanimous vote.

Motion by Hietpas to enter closed session per WI State Statute s. 19.85(1)(c) to conduct a mid-year performance evaluation of the Library Director. Seconded by Wentzel. Motion carried by unanimous vote.

The Library Board entered closed session at 5:16pm.

Motion by Yunk to re-enter open session. Seconded by Wentzel. Motion carried by unanimous vote.

The Library Board re-entered open session at 5:24pm.

Motion by Yunk, seconded by Wentzel, to approve wage and step increases for all library staff as presented. Motion carried by unanimous vote.

Director's Report: Holly summarized the director's report. Many of the items in the report also appeared as agenda items.

Motion by Wentzel, seconded by Yunk, to adopt the Village of Kimberly Safety Manual. Motion carried by unanimous vote.

Motion by Hietpas, seconded by Vander Velden, to approve the Automation Services Agreement with the Outagamie Waupaca Library System. Motion carried by unanimous vote.

Motion by Yunk, seconded by Wentzel, to accept the grant from SAFE Kids of the Fox Valley in the amount of \$372.50 for the purchase of children's bicycle safety helmets to be distributed at the Costume Bike Parade. Motion carried by unanimous vote.

There was no Unfinished or New Business to discuss.

Items for the Next meeting:

- Closed session to discuss adjustments to Children's Librarian vacation benefits
- Introduce 2022 Budget Proposal
- Reports on library fines and the fine-free movement in libraries
- Library Use statistics
- Provide an update of the Friends of the Library 501-C(3) status

The next meeting will be Monday, August 16 at 5:00pm in the James J. Siebers Memorial Library Meeting Room 1.

Motion by Hietpas, seconded by Wentzel, to adjourn at 5:46 pm. Motion carried by unanimous vote.

Submitted by:

Holly Selwitschka, Library Director