

LIBRARY BOARD MEETING  
 Minutes of February 22, 2022, 6:30 pm  
 Approved at March 29, 2022 Meeting  
 Location Zoom



Board of Trustees	Attended
<i>Name, Position Title, Year Board Term Expires</i>	
Jennifer Livingston, President, 2024	X
Sarah Leinweber, Vice President, 2023	X
Will Demet, Village Board Representative, n/a	X
Ellie Gettinger, Member, 2022	X
Claire Flannery, Member, 2023	X
Sandy Saltzstein, School District Representative, 2023	absent
Erin Jelenchick, Member, 2024	X
<b>Staff</b>	
Nyama Reed, Library Director	X

Public Attendees: Students Kyle B, Jonah B, India L

Item	Action Desired	1st	2nd	Pass
<b>CALL TO ORDER 6:32 pm</b>				
1. Statement of Public Notice	n/a			
2. Public Comment – limit to five minutes; the Board cannot discuss or act on any issue that is not duly noticed on the agenda.	n/a			
<b>TOPICS REQUIRING DISCUSSION &amp; APPROVAL</b>				
3. Minutes of January 25, 2022 meeting	Motion	Leinweber	Jelenchick	Unanimous
Amended to correct May date to May 24 in item 6 of minutes. Motion to approve as amended.				
4. Finance Report Thru February 18, 2022	Motion	Demet	Gettinger	Unanimous
Trustee Jelenchick inquired about history of fines and how many the library current has on record. Director Reed stated she runs reports annually but has not presented an analysis to the Board in a couple years. Director Reed stated she can bring a new analysis to the March or April meeting. Motion to approve finance report as presented.				
5. Cleaning Contract	Motion	Flannery	Leinweber	Unanimous
Motion to approve usage of Fund 13 Fund Balance to cover the difference in the budgeted cleaning contract and the new quoted contract for Clean Source, LLC.				
6. Annual Report to DPI	Motion	Gettinger	Jelenchick	Unanimous
Due to delays in obtaining necessary information for Annual Report to DPI, Director Reed is not able to present a final version to the Library Board as of this meeting. However, signed reports are required to be submitted by March 1. MCFLS suggested libraries ask their Boards to approve allowing the President to sign the annual report as soon as it is finalized. Director Reed would then present the report at the next Library Board meeting. If the Board requests any revisions, we can submit a revised report. Motion to approve President Livingston, or Vice President Leinweber in President Livingston's absence, to sign the 2021 Annual Report to DPI once it is finalized.				
<b>TOPICS REQUIRING DISCUSSION ONLY</b>				
7. Starting Wages - Update	Discuss			
At the January 25, 2022 Library Board meeting the Board of Trustees instructed Director Reed to: 1) Investigate budget impacts of increasing wages; 2) Discuss funding of increased wages with Village Manager Boening. As discussed at the January 25 meeting, WFBPL currently has the lowest starting and actual wages of the four north shore area libraries, and often within all of MCFLS.				
Director Reed presented a draft plan to raise wages for all part-time staff to new minimums, totally approximately \$22,000. For comparison, 2022 approved wages are \$480,661. Director Reed discussed the potential to include a wage increase in the 2023 budget cycle with Village Manager Boening, who expressed that based on the data presented it is a viable option.				
8. Informational Items	Discuss			
Discussion of Department Reports as presented.				
<b>ADJOURNMENT 7:17pm pm</b>	Motion	Gettinger	Leinweber	Unanimous