

NOTICE IS HEREBY GIVEN OF A MEETING OF  
THE MCCOY PUBLIC LIBRARY BOARD OF TRUSTEES ON

Tuesday, November 7<sup>th</sup>, 5:15 P.M.

IN THE COMMUNITY ROOM OF THE SHULLSBURG COMMUNITY TOWNSEND  
CENTER.

THE MEETING IS OPEN TO THE PUBLIC.

MEETING MINUTES

1. Meeting called to order/roll call 5:15 pm. Present: Laura W., Kari E., Jen D., Nikki L., Kim L. Not Present: Suzy T., Cassidy R., Danny M
2. Secretary's report - Motion by Nikki to approve the October 10<sup>th</sup> minutes. 2<sup>nd</sup> by Kari. Motion passed.
3. Review and sign invoices – Signed invoices.
4. Public comment – None.
5. Investment Agreement with FoSL – Reviewed. Motion by Kari to approve the Library Investment Fund Policy as presented. 2<sup>nd</sup> by Kim. Motion passed.
6. Personnel Policy – Reviewed. Discussion of dress code policy. Motion by Nikki to approve the Personnel Policy as presented with changes to the review timeline. 2<sup>nd</sup> by Kim. Motion passed.
7. 2024 Budget – Reviewed the budget and recent changes. Jen will balance the revenue with the expenses.
8. Director's Report & Library stats – Director's Report and Library stats reviewed. Soon we should put out a "Meet the Library Staff" article. When it's done, Jen will send it to the FoSL. Jen has not signed up for the Budgeting class through UW e-learning at this time. Kids' behavior in the library has gotten increasingly worse on half days. Maybe the chief of police would be willing to occasionally check in, or we can offer only quiet activities. The architect for concept planning will be here this week. Jen will share the ideas with the board.
9. Convene to closed session pursuant Wisconsin Statutes s. 19.85(1)(c) to discuss employment, promotion, compensation, or performance evaluation data of the

- library staff under the jurisdiction of the Library Board. Motion by Kim to go into closed session. 2<sup>nd</sup> by Nikki. Roll call and motion passed.
10. Reconvene to open session - Motion by Kim to reconvene to open session. 2<sup>nd</sup> by Kari. Roll call and motion passed.
  11. Action on closed session discussion if needed – Motion by Kari to approve all employee wage increases and director’s vacation hours as of January 1, 2024. 2<sup>nd</sup> by Nikki.
  12. Next Meeting Date – December 6<sup>th</sup> at 5:15 pm.
  13. Adjournment - Motion by Kari to adjourn. 2<sup>nd</sup> by Kim. Motion passed. Adjournment at 7:08 pm.

Persons with disabilities needing assistance to attend or participate are asked to notify McCoy Public Library (608)965-4424 ext. 5 prior to the meeting so that accommodations may be arranged.