

VILLAGE OF MCFARLAND

**Library Board Minutes**

*Monday, December 4, 2023 - 5:15 PM*

**1. CALL TO ORDER**

Ken Machtan called the Library Board to order at 5:15 p.m. the E.D. Locke Public Library, meeting room 103.

Members present: Luke Fessler, Mona Nelson, Evan Richards, Ken Machtan, Staci Fritz, Peter Sobol, Karin Mandli

Members not present:

Staff Present: Heidi Cox, Library Director

**2. PUBLIC APPEARANCES AND COMMUNICATION**

**3. ACTION ITEMS**

*a. Motion to approve the minutes of the November 6, 2023 meeting.*

Motion by Member Evan Richards, second by Member Mona Nelson, to approve the minutes of the November 6, 2023 meeting. Motion carries 7 - 0 - 0 by acclamation.

*b. Motion to approve the November invoices*

Motion by Member Staci Fritz, second by Member Peter Sobol, to approve the November 2023 invoices Motion carries 7 - 0 - 0 by acclamation.

**4. INFORMATION ITEMS**

*a. Budget Update*

*b. Director's Report*

*c. Monthly Statistical Report*

*d. Community Center*

**5. ITEMS FOR DISCUSSION AND POSSIBLE ACTION**

*a. DCLS Agreement for Extension of Library Service*

Motion by Member Karin Mandli, second by Member Evan Richards, to approve the DCLS Agreement for Extension of Library Service Motion carries 7 - 0 - 0 by acclamation.

*b. Meeting room AV equipment upgrade*

Motion by Village Trustee Luke Fessler, second by Member Staci Fritz, to approve Meeting room AV equipment upgrade quote up to \$9,996.31 Motion carries 7 - 0 - 0 by acclamation.

*c. Public Comment Policy Meeting*

*d. Discussion and action on entering into Closed Session pursuant to Wis. Stats. §19.85(1)(c) to consider employment, promotion, compensation or performance*

evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically to discuss a Library Director's 2023 performance evaluation

Motion by Mandli, second by Fessler to enter into closed session at 5:55 pm in accordance with Wis. Stats. §19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically to discuss a Library Director's 2023 performance evaluation

Motion Carries on a roll call vote 7-0: Fessler - Aye, Nelson - Aye, Sobol - Aye, Mandli - Aye, Fritz - Aye, Richards - Aye.

e. Discussion and action to reconvene into Open Session from Closed Session.

Motion by Nelson, second by Fritz to reconvene into open session at 6:15 p.m.

## **6. ADJOURNMENT**

Motion by Member Staci Fritz, second by None, to adjourn at 6:25

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,  
Heidi Cox  
Library Director