

Argyle Public Library Board of Directors Meeting Minutes

Monday August 19th, 2024 6pm

Argyle Community Room Argyle Public Library

1. Call to Order.

The meeting was called to order at 6:04 p.m.

2. Roll Call of Members:

Members in Attendance: Bill Johnson, Delton Fransen, Monica Hodgens, Daniele Zywicki, Michelle Harrigan

3. Adoption/Amendment of the Agenda: Monica made a motion to adopt. Delton second. Motion passed.

4. Approval of previous Minutes:

Delton made a motion to accept July 15th, 2024 meeting notes. Monica second. All in favor.

5. Public Communications: None.

6. Friends Report: None.

7. Village Communication Report:

Delton would like clearer expectations for what we would like him to bring to the village board each month.

8. Finances

a. Approval of monthly expenditures: Bills were reviewed. Daniele made a motion to accept. Monica second. All in favor.

b. Donations given: \$425 from Monica Hodgens, \$500 in memory of loved one, \$50 in memory of Peg, \$250 from American Legion

c. Overview of expenses/budget year-to-date: Expenses were reviewed individually.

d. 2025 Budget timeline: Discusses the need to have this completed in the next 3 months.

e. Grants awarded

i. ALEA \$300 for nature education

ii. Update on ALA Small and Rural Libraries Accessibilities Grant: waiting for a their response

9. Library Updates

a. Programming: Michelle shared that story time at the bench is still continuing.

i. Programs since the last meeting: Escape room, lots of requests to do it again.

ii. Summer Reading Program Summary: 50 passports given out. Lots of

activity with the passports.

iii. Upcoming programs this month: Community walk and mediation coming up in September.

10. Subject Matter of Issues to Be Considered by the Board

a. New Director: No new applicants or updates.

b. Interim Director: Michelle made a proposal for her job position starting september 1st. She is requesting to be the Senior Librarian in charge of operation of library services. She is requesting a pay rate of \$19.57 per hour and will continue to work 4-5 days a week through September.

i. Clarification of Roles Employees and Volunteers: Discussed appropriate pay rate and the average pay rate other libraries in similar demographics are offering.

ii. System Agreement : Bill signed the system agreement.

iii. Library Trustee Training Week: Monica reported the training went well and helped gain knowledge from other libraries like Argyle's.

c. New Library: No new sites to be discussed.

11. 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.

12. Reconvene to open session

13. Action on closed session discussion if needed:

Job change Request for Michelle: Daniele motions to approve Michelle as assistant director position at \$19.57 an hour. Monica seconded. All in favor.

Monica motioned to change the assistant director position title to assistant librarian position. Daniele seconded. All in favor.

Monica motions to approve a library director position at \$26.00 starting September 1st. Delton second. All in favor.

Monica motions to approve a financial position at \$19.57 starting September 1st. Daniele seconds. All in favor.

Monica motions to approve an assistant librarian position at \$19.57 starting September 1st. Bill seconds. All in favor.

Monica motions to approve a circulation desk assistant position at \$19.57 starting September 1st. Delton seconds. All in favor.

Bill motions to keep the library director job autonomous from the village job positions. Daniele seconds. All in favor.

14. Adjourn: Monica moves to adjourn. Daniele Second. All in favor. Meeting adjourned at 7:35.

Next Meeting: Monday September 16th, 2024 6pm