

Plymouth Public Library  
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PLYMOUTH PUBLIC LIBRARY BOARD OF TRUSTEES  
MEETING MINUTES  
January 10, 2022

(Virtual) meeting was called to order by President, J. Van Norwick at 6:34 pm. **Present were:** J. Van Norwick, B. McKnight, S. Gloede, S. Britt, and K. Murray. **Absent were:** G. Miller, A. Odekirk and L. Tolman. **Also present:** Interim Library Director A. Sigismondi.

There was no public comment.

Motion to approve **the minutes of Dec. 6, 2022** board meeting by K. Murray, second by S. Gloede. K. Murray noted that her name was missing from the list of attendees although she was present at the December meeting. B. McKnight noted that her last name was misspelled towards the end of the document. **Motion to approve the minutes with amendments passed.**

Motion by B. McKnight to approve **the financial report for December 2021**, second by S. Britt. Motion passed.

There was no correspondence.

Interim Director A. Sigismondi did not submit a written Director's Report for December but verbally reviewed some highlights from the library, including a short synopsis of the Santa Night Program, a review of items purchased with leftover end-of-year funds, an update on the current status of Adult Book Club, an update on installation of smoke alarms in the bathroom, and an overview of 2021 circulation stats.

Old Business:

**No old business on the agenda.**

New Business:

**Discussion of 2022 Library Goals:** Interim Director A. Sigismondi presented the library's proposed annual goal for the 2022 calendar year to the Board. Board President J. Van Norwick suggested that some of the goals be revised to include language that reflects the necessity of improving our working relationship with Library Foundation Board and other financial stakeholders. A. Sigismondi noted that existing goals/priorities would likely be refined as the library proceeds with its strategic planning process which will be carried in conjunction with WiLs (Wisconsin Library Services). A. Sigismondi agreed to make revisions with the Library Director, L. Jochman, and re-present the revised goals to the Board at a later meeting.

**Discussion of Hiring for New Custodian:** A. Sigismondi reported that the existing custodial position was vacant and the library would need to hire a replacement in next one to two months. Board members reviewed the existing job description and discussed some of the potential difficulties in hiring and retaining individuals in that position. Board members and Interim Director, A. Sigismondi agreed to table the discussion until Library Director returns from family leave to consider whether to make changes to the position description or hire as is.

Motion to adjourn by B. McKnight, seconded by K. Murray. Motion passed. Meeting was adjourned at 7:32 *pm*.

Submitted by, Anthony Sigismondi  
Interim Library Director