



**PLYMOUTH PUBLIC LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
September 12, 2022**

Meeting was called to order by President J. Van Norwick at 6:30 pm. Present were: J. Van Norwick, K. Murray, L. Tolman, S. Britt, B. McKnight, P. Norlander, A. Odekirk, and S. Gloede. Absent were: None. Also present: Library Director L. Jochman.

There was no public comment or correspondence.

Motion by P. Norlander, second by S. Britt to approve the minutes of the August 1, 2022 meeting. Motion passed unanimously.

K. Murray joined the meeting before the financial report.

Motion by S. Gloede, second by A. Odekirk to approve the financial report for August 2022. Motion passed unanimously.

Director L. Jochman reviewed some highlighted items on her monthly report. This included strategic planning updates, the Summer Reading Program report, a vacancy at the Adult Services Librarian position, and new features coming to the Library's catalog software.

Old Business

Director L. Jochman updated the board on the lighting project which was completed at the end of August. The project went well and community members were very pleased to have materials and computers available to them in the meeting room while the upstairs was closed to the public.

Director L. Jochman updated the board on the landscaping. The horticulture program at the high school will be providing the library plans as part of their work for the winter semester. G. Johlke and a volunteer will clear out the beds this fall to prepare for work in the spring.

Director L. Jochman updated the board on the clover lawn. The Plymouth Environmental Action Team will assist the library to plant the lawn in the spring.

Director L. Jochman updated the board on the budget process. She walked the trustees through the proposed 2023 budget which included some increases due to rise in costs and some decreases due to a cut in magazine and newspaper subscriptions.

Director L. Jochman presented the most recent designs and quotes for the digital sign. The trustees discussed the new designs and quotes. President J. Van Norwick questioned the dimensions of one of the designs and directed L. Jochman to negotiate with the companies on the price. Motion by B. McKnight to table the decision to the next meeting, second by S. Gloede. Motion passed unanimously.

New Business

Director L. Jochman presented three options for new mission statements that were created during the staff's SOAR meeting during the strategic planning process. The board discussed the options. A decision will be made at the next board meeting.

Closed Session

Motion by K. Murray to enter closed session under Wisconsin State Statutes, Chapter 19.85 (1)(c)

Considering employment, promotion, compensation, or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility.

++2023 Staff Salaries ++

Second by S. Gloede. Motion passed unanimously.

Motion by S. Gloede, second by P. Norlander to enter into open session. Motion passed unanimously.

Motion by B. McKnight, to approve the 2023 Staff Salaries as amended, second by P. Norlander. Motion passed unanimously.

Announcements

L. Tolman requested that the minutes show the number of votes for and against a motion. After discussion it was decided if there was unanimous consent on an item to write unanimous and to note any nay votes in the minutes.

Motion by S. Gloede, second by A. Odekirk to adjourn. Motion passed. Meeting was adjourned at 7:42 pm.

Submitted by, Leslie Jochman
Library Board Secretary