



PLYMOUTH PUBLIC LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
March 6, 2023

Meeting was called to order by President J. Van Norwick at 6:32 pm. Present were: J. Van Norwick, S. Britt, K. Murray, P. Norlander, M. Kaczkowski, B. McKnight, S. Gloede, and A. Odekirk. Also present: Library Director L. Jochman.

Motion by B. McKnight, second by S. Gloede to approve the minutes of the February 6, 2023 meeting. Motion passed unanimously.

Motion by A. Odekirk, second by P. Norlander to approve the financial report for February 2023. Motion passed unanimously.

Director L. Jochman reviewed some highlighted items on her monthly report. This included an update on the space needs assessment funding and information on a Facility walkthrough done with a consultant.

New Business

Director L. Jochman started a discussion on moving the library's donation checking account under the City's accounting structure along with the pros and cons. The board would continue to maintain their control over the funds as outlined in Chapter 43 Wisconsin State Statutes. Motion by P. Norlander, second by K. Murray to move the donation account into a committed fund with the City. Motion passed unanimously.

Director L. Jochman made a mistake with some of the closed dates around the Christmas and New Year Holiday at the end of 2023. Motion by S. Gloede, second by K. Murray to correct the dates. Motion passed unanimously.

President Van Norwick requested volunteers for the annual personnel committee to review the performance of the Library Director. S. Britt, M.

Kaczkowski, and P. Norlander will join President Van Norwick on the committee to meet in April.

Director L. Jochman presented a minor change to the meeting room policy on the frequency with which groups can use the space. The goal is to make sure that the room is not being monopolized by one group. Motion by K. Murray, second by B. McKnight to approve the changes to the policy. Motion passed unanimously.

Director L. Jochman started a discussion about the July meeting date since it is the day before the Fourth July Holiday. The board decided to have Director L. Jochman send out a Doodle Poll to find a date that works for most of the members.

Announcements

There were no announcements.

Motion by A. Odekirk, second by M. Kaczkowski to adjourn. Motion passed. Meeting was adjourned at 7:10 pm.

Submitted by, Leslie Jochman
Library Board Secretary