



PLYMOUTH PUBLIC LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
May 6, 2024

Meeting was called to order by K. Murray at 6:30 pm. Present were: S. Britt, S. Gloede, A. Matzdorf, B. McKnight, K. Murray, M. Kaczkowski, and M. Hummitzsch. Absent were: P. Norlander. Also present: Library Director L. Jochman

Motion by A. Matzdorf, second by S. Gloede to approve the minutes of the April 1, 2024 meeting. Motion passed unanimously.

Motion by B. McKnight, second by M. Hummitzsch to approve the financial report for April 2024. Motion passed unanimously.

Director L. Jochman reviewed some highlighted items on her monthly report. This included a new seed library, the soft launch of the new Monarch online catalog, and a patron complaint.

Old Business

Director L. Jochman and President K. Murray updated the Board on the Space Needs Analysis. It included updates from the April meetings, information on LEED certification, information on a State of Wisconsin Flexible Facilities grant opportunity.

Director L. Jochman and President K. Murray updated the Board on the special meeting of the Foundation. It included the passing of the rewritten By-laws and discussion of the Memorandum of Understanding.

New Business

Director L. Jochman called for nominations for officer positions. B. McKnight nominated K. Murray for President, second by S. Gloede. Motion

passed unanimously. S. Gloede nominated B. McKnight for Vice President, second by M. Kaczkowski. Motion passed unanimously.

President K. Murray presented the restated Foundation By-Laws. Motion by S. Gloede to approve the By-laws as written, second by M. Hummitzsch. Motion passed unanimously.

President K. Murray asked for nominations to the Foundation Board. S. Gloede moved to nominate S. Britt, second by B. McKnight. Motion passed unanimously.

Director L. Jochman presented an update to the Adult Services Librarian Position Description. Motion by M. Hummitzsch to approve the revised position description, second by M. Kaczkowski. Motion approved unanimously.

Announcements

S. Britt brought up the landscaping project from last year. She will work with S. Gloede to place some divided plants from their yards into the flower bed in front of the children's area window.

Motion by S. Gloede, second by A. Matzdorf to adjourn. Motion passed. Meeting was adjourned at 7:28 pm.

Submitted by, Leslie Jochman
Library Board Secretary