

Outagamie Waupaca Library System
Board of Trustees
November 15, 2018 Meeting Minutes

The meeting was called to order at 6:16 p.m. by President Marcia Trentlage at the New London Public Library.

PRESENT: Will Bloedow, Bobbie Buchholtz, Carol Diehl, Diane Forsythe, Michelle Frola, Peter Gilbert, Paul Girod, Marilyn Herman, David Hovde, Cathy Thompson, Marcia Trentlage, Angela Ver Voort, Nate Wolff.

EXCUSED: Patricia Craig, Mike Hankins.

OTHERS PRESENT: Bradley Shipps.

Gilbert moved, seconded by Bloedow, to approve the agenda as presented. Motion carried.

Forsythe moved, seconded by Gilbert, to accept the October 18, 2018 meeting minutes as amended. Motion carried.

Gilbert moved, seconded by Frola, to approve the October 31, 2018 financial report. Motion carried.

Frola moved, seconded by Bloedow, to approve checks numbered 30898-30939, inclusive in the amount of \$60,854.63 and payroll-related expenditures in the amount of \$45,993.88. Motion carried.

DIRECTOR'S REPORT

The director's report was shared in writing prior to the meeting.

NEW BUSINESS

President Trentlage appointed Buchholtz, Forsythe, and Wolff to serve as the Nominating committee. The committee will present a slate of officer candidates at the January meeting.

Forsythe moved, seconded by Ver Voort to cancel the December meeting and authorize Trentlage to sign checks with an email vote. Motion carried.

On behalf of the Personnel committee, Girod moved approval of the table of organization as presented, effective January 1, 2019. Motion carried.

On behalf of the Personnel committee, Girod moved approval of the job descriptions as presented, effective immediately. Motion carried.

Diehl moved, seconded by Forsythe, to move into closed session pursuant to section 19.85(1)(c) Stat. for the purpose of considering specific employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. The motion carried on a unanimous roll call vote.

Herman moved, seconded by Forsythe, to promote Julie Leopold to the position of Computer Technology Coordinator with the recommended wage increase to be effective 11/19/18. Motion carried.

Girod moved, seconded by Herman, to approve wage increases for remaining staff in classifications 1-5 as proposed to be effective 1/1/19. Motion carried.

On behalf of the Personnel committee, Girod moved to approve a wage increase for the Director of 3.5%, inclusive of the 2% cost of living increase, effective 1/1/19. Motion carried. Diehl abstained.

Forsythe moved, seconded by Wolff, to re-convene into open session. The motion carried.

Frola moved, seconded by Thompson, to affirm all business conducted in closed session. Motion carried.

The meeting was adjourned by President Trentlage at 7:44 p.m.

Respectfully submitted,

Bobbie Buchholtz
OWLS Secretary/Treasurer