

**VPL Board Meeting Minutes**  
*Library Board of Trustees-Verona Public Library*  
*500 Silent Street Verona, WI 53593*

**Wednesday, April 3, 2019, 6:30 p.m.**  
**Library Phone Number 608-845-7180**

Present: Napier, Conwell, Sohail, Hopp, Reekie, Kurth, Burkart

Absent: Ryan

Guest: Ronda Evenson

**Call to order:**

President Napier called the meeting to order at 6:35 p.m.

**Approval of Minutes:**

A motion was made by Reekie, seconded by Conwell to approve the Regular Meeting Minutes of 03/06/19. Motion carried.

**Review and Approval of Invoices:**

A motion was made by Kurth, seconded by Reekie to approve the March 2019 invoices. Motion carried.

**Public Comments:**

None

**City Council Liaison Report:**

Reekie reported about the interviews getting started for the new City Administrator non-interim position. She also updated the board regarding the upcoming active shooter training to be conducted at Sugar River Church.

**Library Director's Report:**

Burkart reported about the completion of the painting project in the children area and the staff area. She also added that the library furniture upholstery project will be completed by the end of May.

**Old Business:**

- 1. Discussion and possible action regarding annual library director evaluation:*** The Library Board convened in closed session at 6:47pm to conduct the Library Director's performance evaluation made possible under Wisconsin State Statute 19.85(1)(c). Napier called the meeting to convene in closed session by reading the following, *"At this time, the Verona Public Library Board intends to go into a closed session for the purpose of the Library Director's performance evaluation. Wisconsin State Statute 19.85(1)(c) allows for a closed meeting on this matter. After the closed session, the Verona Public Library Board will reconvene in the same location. At this time, a motion is needed and a roll call vote must be taken to meet in closed session."* At 6:47pm, a motion was made by Napier, seconded by Hopp, to convene in closed session. A roll call vote was taken from the board members: Napier, Hopp, Sohail, Reekie, Conwell, Kurth. Motion carried.

At 7:35pm, a motion was made by Hopp, seconded by Conwell, to reconvene in open session. Motion carried. A roll call vote was taken from the board members: Napier, Hopp, Sohail, Reekie, Conwell, Kurth. Motion carried.

The Board agreed on drafting a letter of appreciation for Director's personal file depicting Director's commendable performance during last year. The letter would be signed by the Board members in the next meeting. A motion was made by Hopp, seconded by Kurth to approve drafting a letter regarding Director's performance. Motion carried.

**New Business:**

1. ***Discussion and possible action regarding authorization of South Central Library System to request adjacent county reimbursements for 2019:*** A motion was made by Kurth, seconded by Reekie to request adjacent county reimbursements for 2019. Motion carried.
2. ***Discussion and possible action regarding the Public Computer Use and Electronic Device Use Policy:*** The board had a discussion on public computer use and electronic device use policy. It was tabled for further discussion until next board meeting.
3. ***Preliminary discussion of 2020 library budget:*** The board discussed the possibility of adding Sunday hours of operation throughout the year. The board also discussed the need of a permanent marketing position for the library. It was tabled for further discussion until the next board meeting.

**Adjournment:** Meeting adjourned at 8:17 p.m.

Library Board approved 5/1/19