



**North Shore Library Board Minutes**  
**Thursday, November 17, 2022**  
**9:00 a.m.**

**Library Community Room and Zoom**  
*Meeting is available in person and via Zoom*

**Zoom Access:** <https://us02web.zoom.us/j/2590527806>

Meeting ID: 259 052 7806

Passcode: Library22

Phone audio: 1-312-626-6799

Audio ONLY: 1-312-626-6799; Meeting ID: 259 052 7806

**1. Call to order and Roll Call**

Meeting was called to order by President Glaisner at 9:00 a.m.

Present: Anderson-Knight, Bartels, Glaisner, Grady, Kabara, Seem, Smanz, Zitzer.

Excused: Shaw

Also Present: Andy Pederson, Village of Bayside Administrator; Tammy LaBorde, Village of River Hills Administrator; Heidi Muehlhausen, NSL Head of Circulation

**2. Public Comment**

There was no public comment.

**THE NORTH SHORE LIBRARY BOARD RESERVES THE RIGHT TO TAKE "ACTION" ON ANY OF THE ITEMS LISTED BELOW.**

**3. CONSENT AGENDA:**

**Minutes:** Library Board: 10.20.2022

**October 2022 Invoices**

**2022 YTD Financials**

Motion made by Zitzer/Anderson-Knight to approve the consent agenda without the minutes.

Motion carried unanimously. Motion made to approve the minutes by Bartels/Anderson-Knight.

Zitzer abstained. Motion carried.

**UNFINISHED BUSINESS**

**4. Update from the Friends of the Library and the Library Foundation**

Glaisner reported that the Friends have offered to replace the red upholstered chairs at the reading tables throughout the library. Approximately \$2200 was made at the book sale in October and they are pleased with that result. The Foundation's activities are on hold until the capital campaign work is complete.

**5. Update from Community Trustees**

Fox Point: Nothing to report.

Glendale: Nothing to report.

River Hills: Glaisner stated that the village is finalizing their budget.

Bayside: The Architectural Planning Commission has approved the renderings and building materials for the building where the new library will be located.

**6. Update from Nicolet School District**

Approval has been received to start on the new tennis courts from the River Hills village board.

**7. Director's Report**

Director Gould reported that Jennie Stoltz has been hired as a new substitute librarian. The library has been set up for purchasing on Bayside's Amazon business account. The library will undergo a safety audit

in December and a human resources audit in early 2023. Gould, Amanda Caivano, Haley Samuelson, and Maren Hagman attended the Wisconsin Library Association conference in Lake Geneva on November 1-2. The holds shelf and the new books shelf have swapped space, and patron reaction has been favorable. The youth services department is celebrating Dinovember. Youth services programs have been gaining in attendance. The library is participating in the Check Out Wisconsin's State Parks pilot program. A tentative staff day agenda has been included in the packet. Staff day is December 9, and the library will be closed that day.

**8. Update on Fundraising Campaign**

Glaisner stated that the campaign has received donations from individuals. A small fundraising event was held by Eido Waltny in conjunction with the Peck Foundation recently.

**9. Discussion/Action 2023 Holiday Schedule**

Motion by Bartels/Zitzer to approve the schedule with changes for December 24 and December 31.

Motion carried unanimously. Kabara suggested the library adopt a calendar for the next several year.

**10. Discussion/Action Rinka Contract**

Glaisner stated that John Mann is trying to get construction updates from Stevens Construction. They will get figures to him by December 10. Glaisner will ask the River Hills village attorney to review the contract. The architectural fees are a percentage of the "real number" from Stevens.

**NEW BUSINESS**

**11. Schedule Six-Month Director Evaluation**

Gould will set up a Doodle poll for the Executive Committee for the week following Thanksgiving.

**12. Adjournment until December 15, 2022 at 9:00 a.m.**

cc: Library Board, Library Director, Library Staff, Library Bulletin Board, Library Website, Community Newspapers, Bayside, Fox Point, River Hills and Glendale City and Village Halls.

NOTE: Issues that require public input or for which citizens are present will receive priority on the agenda. If you require special services, please notify the library director in advance of the meeting.