



North Shore Library Board Minutes

Thursday, April 21, 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?pwd=TjFSeEY5MUJVVOWQ3VzZYUGdYNkJOQT09>

Meeting ID: 259 052 7806 Passcode: Library22 Phone audio: 1-312-626-6799

Audio ONLY: 1-312-626-6799 Meeting ID: 259 052 7806 Passcode: 336857427

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, Smanz, Zitzer

Excused: Seem, Shaw

Also Present: Liz Aelion, Scott Yauck, Jim Radford, Rhonda Gould, Tammy LaBorde, River Hills Village Administrator, Andy Pederson, Bayside Village Administrator, Susan Draeger-Anderson, Interim Director

2. Public Comment

Glaisner thanked Scott Yauck for his support of the library and the gift of the space in the new development. Scott said that he was glad to assist. He said that he and Bill had recently met with Rinka and they continue to advance on the overall building design. The goal is a ground breaking before the end of the year. They are confident the library will be successful in its fundraising efforts and are confident in the project.

3. Introduction – Rhonda Gould, New Library Director

Rhonda introduced herself to the Library Board

4. Presentation by Jim Radford from Baker Street Consulting concerning the North Shore Library Capital Campaign

Jim Radford discussed the various stage of Library Capital Campaign. We are currently in the Quiet phase. In this phase, the project gets organized and creates a team and seeks out leadership gifts. The Public phase will start in May and June. During this phase, Board members and Friends of the Library will have opportunities to be involved. Jim discussed a menu of options for activities that the library can do to facilitate fund raising.

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

5. CONSENT AGENDA:

Minutes: Library Board: 3.17.22 NSL Selection Committee: 3.16.22

March 2022 Invoices

2022 YTD Financials

Motion made by Bartels/Zitzer to approve the consent agenda with the update to the minutes indicating that Wiese was in attendance at the 3.17.22 meeting. Motion carried unanimously.

UNFINISHED BUSINESS

6. Update from the Friends of the Library and the Library Foundation

Draeger-Anderson reported that the Friends Newsletter, which was included in the packet had been mailed out. The Library Wishlist had been approved and the Friends of the Library donated \$36,775.00 to the Library. Glaisner reported that the Foundation continues to be ready to help with the fundraising after June 30th.

7. Update from Community Trustees

There were no updates from any of the Community Trustees

8. Update from Nicolet School District

The referendum was successful and the design work has started. Outside work will start this fall with completion in Spring 2023. Inside work will begin in spring 2023. There is a new School Board member: Andrew Franklin. He was sworn in today.

9. Director's Report

Draeger-Anderson reported that she accepted the resignation of the Head of Youth Services on March 24th.

Draeger-Anderson reported that she hired Alyssa Pisarski, former Assistant Director and former Head of Youth Services as a contract worker to put together the Summer Reading Program (SRP). The planning for SRP was behind but thanks to Alyssa and Melody, things are quickly getting organized. The Library is moving back to in person storytimes on site with larger events at Ellsworth Park.

Draeger-Anderson reported that Melody Schuetz, the Head of Adult Services, let her know that she had a job offer in the corporate world. She discussed what we could do to keep her at the library. The Personnel Committee met to re-write a Job Description for Assistant Director and to create a pay range for the position. This position was offered to Schuetz. She resigned on April 6 and her last day will be May 11. Melody expressed that she was grateful for the offer but decided to move on.

New director, Rhonda Gould was kept informed. She requested that Draeger-Anderson post the Head of Youth Services position first. All of this leaves the library very short staffed. Draeger-Anderson reached out to a couple of subs that the library used in the past and advertised for subs at the UW-M library school site. Draeger-Anderson will begin interviewing candidates on Friday.

Draeger-Anderson reported that there was an article in the North Shore Now about the new library and shared copies with the Board.

Draeger-Anderson reported that Glaisner made picture boards for our communities and the library for Election Day. These have been generating questions and comments from the public. Draeger-Anderson also created talking points for staff to help them answer patron questions.

Draeger-Anderson reported that the Library will receive a grant of \$225.00 as reimbursement for staff training. Draeger-Anderson reported that Fox Point is offering a grant opportunity with a May 23 deadline that she intends to apply for.

Update on Architectural Plans from RINKA

Glaisner reported that all drawings are complete. Draeger-Anderson reported that Conceptual pricing drawings, pricing narrative and furnishing tabulation has been provided. John Mann, the owners rep has received this and has let us know that he does not believe the base building is far enough along to do any meaningful pricing at this point. This can happen once schematic drawings are completed for the base building.

NEW BUSINESS

10. Discussion/Action: Staff shortage issue

Draeger-Anderson asked to table this issue as she is confident substitute librarians will be available to help with the staff shortage.

11. Discussion/Action: Approval of Pay range update for the Department Head position

Bartels reported that the Personnel Committee had met and recommended the approval of an increase in wages for the Department Head position to help with recruitment and to reward staff who will be taking on more tasks while we are short of staff. Draeger-Anderson discussed the total cost of this increase and reported that it would be within the 2022 Operating Budget. Zitzer said that she had spoken with Village Manager Pederson who reminded her that significant fund balance may be used this year and that it is unlikely that fund balance will be available moving forward. This may

mean that higher wages will be more difficult to support moving forward. Motion made by Bartels/Grady to increase the pay range for the Department Head position by \$1.00 at each level. Motion carried unanimously.

12. Future Agenda Items

Anderson-Knight requested that the Board continue to be updated on the Fundraising efforts each month.

13. Adjournment until May 19, 2022 at 9:00 a.m.

Motion made by Zitzer/Bartels to adjourn. Motion carried unanimously. Meeting was adjourned at 10:03 a.m. until May 19, 2022 at 9:00 a.m.

Respectfully submitted by Susan Draeger-Anderson, Interim Director and recording secretary