

**Spring Green Community Library Board Meeting**  
**Monday, June 10, 2024**

**Present:** Linda Kettner, Chris Ferguson, Joy Kirkpatrick, Jeannie McCarville, Jordan Lagerman

**Absent:** Ed Lilla, Dede Holverson

**Library Staff:** Emily Whitmore (director), Bridget Roberts

**Others:**

1. The meeting was called to order by Jeannie McCarville at 5:00 PM in compliance with the Wisconsin Open Meeting Law.
2. **Review and adopt agenda:** Linda Kettner moved to adopt the agenda, seconded by Chris Ferguson. Motion carried.
3. **Consent agenda:** All matters under this item are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, the item will be removed from the consent agenda and will be considered separately.
  - a. **Review and approve minutes of May 6 & 13 meetings**
  - b. **Approval of Treasurer's Report**
  - c. **Approval of Financial Report**
  - d. **Approval of Bills**

Joy Kirkpatrick moved to approve the consent agenda, seconded by Jordan Lagerman. Motion carried.
4. **Director's Report:** Emily distributed her report.
5. **Friends Update:** They are prepping for the community wide garage sale.
6. **Unfinished Business – Discussion and possible action on the following:**
  - a. **Library Improvements:** Ed Lilla is working on an agreement for the roofing project with Jewell Associates. Emily met with Paul Kardatzke about the flexible facility grant and planning for an expansion of the library. Emily presented quotes from 2 moving companies for the painting and carpeting projects. Linda Kettner moved to go with the Yerges Moving and Storage Co., seconded by Joy Kirkpatrick. Motion carried. Linda Kettner moved to go with Steve Roberts for the painting project, seconded by Jordan Lagerman. Motion carried.
  - b. **Landscaping Contract:** Jessica Tripalin gave us a quote for the landscaping maintenance. Joy Kirkpatrick moved to accept the bi-weekly maintenance plan, seconded by Linda Kettner. Motion carried.
  - c. **Library Comparison Presentation:** Emily presented a power point that she will share with the Village Board. Joy Kirkpatrick moved to approve that Emily provide an educational presentation on the library budget to the Village Board, seconded by Linda Kettner. Motion carried.
7. **New Business – Discussion and possible action on the following:**

- a. **Time and Materials Professional Services Agreement with Jewell Associates for Library Roof Construction Assistance:** Linda Kettner moved to accept the Professional Services Agreement with Jewel Associates, seconded by Jordan Lagerman. Motion carried.
  - b. **Director's Annual Review:** We will discuss this in a closed session with the whole board of directors. The subcommittee will be Jordan Lagerman, Joy Kirkpatrick and Linda Kettner.
8. **General Public Comment:** none
9. **Confirm date of next meeting – Monday July 8, 2024, at 5:00 PM**
10. **Adjourn:** Chris Ferguson moved to adjourn the meeting, seconded by Joy Kirkpatrick. Motion carried.

**Linda Kettner**