

**Eleanor Ellis Public Library
4495 Town Hall Road
Phelps, WI 54554
715.545.2887**

**Board of Trustees Special In-Person/Teleconference Meeting
Monday, August 9, 2021, 6:00 PM**

Agenda:

1. **Call Meeting to Order:** The meeting was called to order by President Lisa Volkmann at 6:09 PM.
2. **Roll Call/ Quorum Call:** Present: Lisa Volkmann, President; Ann Pickart, Angie Carlson, Kathy Schofield, Dawn Gonitzke.
3. **Verification of Public Notice:** This agenda has been posted at the Phelps Public Library, Phelps Town Hall, Phelps Convenience Center, and emailed to the Vilas County News Review on August 8, 2021 by President Lisa Volkmann.
4. **Approval of August 2, 2021 Special Meeting minutes:** Motion to accept the minutes by Ann Pickart. Second by Angie Carlson. All aye. Motion carried.

Discussion/Action Items:

5. **Locate EEPL's financial documents/Status of bills/VISA/Incoming shipments:** Discussion and physical search in the library office for these items. Meeting to be set up later with Cari Hutton, former EEPL director, as an exit meeting to finalize any financial issues.
6. **New Director search-Interviews at 6:45 PM and 7:30 PM:** Discussion. No action taken.
7. **Motion to Convene into closed session pursuant to Wis. Statute 19.85 (1)(C) for purposes of considering employment/ Wages/Benefits or performance of staff:** Motion by Dawn Gonitzke. Second by Angie Carlson. All Aye. Motion carried.
8. **Motion to Convene into open session pursuant to Wis. Statute 19.85 (1)(C) for purposes of considering employment/ Wages/Benefits or performance of staff:** Motion by Dawn Gonitzke. Second by Lisa Volkmann. All Aye. Motion carried.
9. **Board may take action on any subject discussed in closed session:** The board members discussed qualifications and issues regarding all three applicants for the position of EEPL director. Motion by Ann Pickart to hire Kaye Petts as EEPL director. Second by Kathy Schofield. All aye. Motion carried.
10. **Adjournment:** Motion to adjourn by Kathy Schofield. Second by Angie Carlson. All aye. Motion carried. Meeting adjourned at 9:50 PM.

Actions following the meeting: President Lisa Volkmann called Kaye Petts to offer her the position of EEPL director. Kaye was thrilled and accepted the offer. She will begin her service on Wednesday, August 11, 2021 by coming into the library to get familiar with what needs to be done. Kaye will meet with Marge Hiller to fill out the appropriate paperwork to begin her employment. Dawn Gonitzke will send thank you's to the other applicants.

Respectfully submitted,
Dawn Gonitzke, EEPL board member and secretary
August 10, 2021