

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

**Board of Trustees Regular and Teleconference Meeting
Thursday, September 15, 2022 at 6:00 PM**

AGENDA

- 1. Call Meeting to Order:** The meeting was called to order by President Lisa Volkmann at 6:00 pm.
- 2. Roll Call/Quorum Call:** In person: Dawn Gonitzke, Kathy Schofield, President Lisa Volkmann, Director Kaye Petts. By teleconference: Angie Carlson and Rachel Smith
- 3. Verification of Public Notice:** This agenda has been posted at the Eleanor Ellis Public Library, Phelps Town Hall, Phelps Post Office, Phelps Convenience Center, and emailed to the Vilas County News Review on Friday, September 9, 2022.

Discussion/Action Items

- 4. Approval of August 10, 2022 minutes:** Motion to accept the minutes of the August 10, 2022 meeting by Angie Carlson. Second by Rachel Smith. All aye. Motion carried.
- 5. Treasurer's Report:** Kathy Schofield presented the treasurer's report. Our balance from our budget for 2022 is \$23,647.11. Nicolet Bank Checking Account balance is \$49,375.26. Overall balance is \$73,022.37. It was noted that we are on track with our budget predictions to finish out the year accurately. It was also noted that we have received several donations to add to our balance. Motion to accept the treasurer's report by Dawn Gonitzke. Second by Angie Carlson. All aye. Motion carried.
- 6. Friends of the Library:** Lisa Volkmann reported that she has tried to contact several lawyers to see what steps we need to take in order to be a 501(c) organization to raise money for the library. She has not been able to get any answers from her contacts.
- 7. Update on new community center and library:** The proposal for a new community building was voted down by the Phelps electors at the August 23, 2022 meeting. The issue that seemed to concern the citizens of Phelps is the lack of any concrete proposal on the building site since we are not able to put the building in the recreation area as per deed to the recreation committee.

- 8. Budget Proposal Revision from Town Board:** The budget for the library presented to the town board was accepted with adjustments made by the town to include increases in WRS, heat, electric service and phone service. That meant an increase of \$726.00 more bringing the total budget for the library to \$88,637.50.
- 9. Director's Report:** Kaye Petts presented the director's report. She attached a written report.
- 10. Motion to Convene into Closed Session pursuant to Wis. Stats. 19.85 (1) (c) For Purposes of Considering Employment /Wages/Benefits or Performance Evaluation Data of any Public Employee over which the Governmental Body has Jurisdiction or Exercises Responsibility:** Motion by Dawn Gonitzke to go into closed session. Second by Kathy Schofield. All aye. Motion carried. Discussion regarding our final budget to be presented to the board in November, including wages for EEPL employees. Any wage increase will not affect our total budget presented to the town board.
- 11. Motion to Adjourn Closed Session and Reconvene in Open Session Pursuant to Wis. Stats. 19.85 (1) (c) for Purposes of Considering Employment/Wages/Benefits or Performance Evaluation Data of any Public Employee over which the Government Body has Jurisdiction or Exercises Responsibility:** Motion to adjourn closed session and reconvene in open session by Dawn Gonitzke. Second by Kathy Schofield. All aye. Motion carried.
- 12. Board may take action on any subject discussed in a closed session.** Motion by Dawn Gonitzke to give a 3% raise for the director and clerk upon one year of service to EEPL. Second by Kathy Schofield. All aye. Motion carried.
- 13. Adjournment and next meeting date:** Motion to adjourn by Rachel Smith. Second by Kathy Schofield. All aye. Motion carried. Meeting adjourned at 7:05 pm.

Next EEPL board meeting: Thursday, November 17, 2022 at 6:00PM.

Respectfully submitted by Dawn Gonitzke EEPL trustee and secretary
September 16, 2022