



**Regular Meeting of  
The Colfax Public Library Board  
October 19, 2021**

President Krista Ottinger called the meeting to order at 5:31 p.m.

Attendance

- Members present: Nancy Baumgartner, Megan Cormican, Jeanne Herrick, Gary Stene, Claudia Kressin, Krista Ottinger, Eve Suckow and Library Director Lisa Bragg-Hurlburt
- Non-members present: N/A

Quorum: A quorum has been established.

Open meeting law: We are in certification of compliance with the open meeting law.

Approval of Agenda

- Gary Stene made a motion to accept the agenda. Claudia Kressin seconded the motion. Unanimously approved by the Board.

Approval of Minutes

- Gary Stene made a motion to approve the minutes from last regular meeting of September 2021 with the change of removing Nancy Baumgartner from being present. Claudia Kressin seconded the motion. Unanimously approved by the Board.

Approval of Bills

- Jeanne Herrick made a motion to approve the bills for September 2021. Eve Suckow seconded the approval. Unanimously approved by the Board.

Director's Report

- See attachment

Monthly Reports

Village Board Representative—Gary Stene

County Board Representative— Gary Stene

- Recently, the County Board met and presented the County Budget to the Executive Board. The Library Budget was approved at 100% for the coming year.

#### School Representative— Megan Cormican

- End of First Quarter is Friday, November 5, there is also an early release at 12:30 PM this day.
- The Scholastic Book Fair is happening this week in the school library.
- Fall Concert for grades 7-12 on Tuesday, October 26 at 7:00 PM. Please keep an eye out for updates.

#### Building Remodel Group Representative—Nancy Baumgartner:

- There is a total of \$83,000. The group is hoping to hear from engineers from a planning grant.
- There have been ideas to support fundraising. These ideas range from PayPal, GoFundMe, or buying a brick.

#### Current Business

- Gary Stene makes a motion to update the Temporary Amendment to our Public Library Personnel Policy (as relates to COVID) with the change to the title “Public Library Personnel Policy in relation to COVID”. Jeanne Herrick seconded the approval. Unanimously approved by the Board.
  - Staff quarantined with covid will follow CDC guidelines
- Gary Stene makes a motion to approve a 4% increase for Library Director Lisa Bragg-Hurlburt and Jolene Albricht. and 2% increase for Lynn. A definitive statement will be made for the record about employee pay raises in 2022. Eve Suckow seconded the approval. Unanimously approved by the Board.
- Discuss Chapter 1 of Trustee Essentials, *The Trustee Job Description*.

Next Meeting: November 16th at 5:30 P.M.

Adjourn