

PORTAGE COUNTY PUBLIC LIBRARY (PCPL)

Board of Trustees Regular Meeting

April 16, 2025

CALL TO ORDER

President Liz Peterson called the meeting to order at 4:31 p.m. at the Portage County Public Library (PCPL), Plover Branch at 2151 Roosevelt Drive, Plover. Trustees present: Amanda Freberg, Joan Honl, Nycole Martinez, Holly Petrillo, and Shaun Przybylski. Trustee excused: Elise Holzberger. Library staff present: Laura Fuller, Eddie Glade, Alexander Johnson, Nicole Ozanich, Jamie Phillis, and Alison Wirth. Others present: Ginger Keymer.

CORRESPONDENCE

Patron comments were reviewed.

APPROVAL OF FINANCIALS

1. Review Financials: Vendor Invoice Lists, Purchase Card Statements, Budget Status

Financial report was given on Vendor Invoice Lists, April 7, 2025 Purchase Card statements, and Budget Status. Freberg made a motion to approve the Financials as reported. Martinez seconded the motion, which passed by voice vote.

REPORTS

2. Branch and Extension; Circulation; Reference; Technical Services; Youth Services

Reports on Department operations and activities were given.

3. Director Report and Statistics

Johnson went over the Director Report and statistics provided in the meeting packet.

PUBLIC NOTICE

Members of the public who wish to address the Board of Trustees on specific agenda items must register their request at this time, with such comments subject to the public comment ordinance and the reasonable control of the Board President as set forth in Robert's Rules of Order

No public comment was given.

APPROVAL OF MINUTES

4. March 19, 2025 Meeting Minutes

Freberg moved to approve the March 19, 2025 minutes. Petrillo seconded the motion, which passed by voice vote.

DISCUSSION / POSSIBLE ACTION

5. Discussion / Possible Action – PCPL Safety and Security

No discussion.

6. Discussion / Possible Action – Institute of Museum and Library Services Funding

Johnson updated the Board on the Executive Order issued March 14, 2025 in regard to the Institute of Museum and Library Services funding.

CLOSED SESSION

7. Enter into Closed Session pursuant to Wisconsin Statutes 19.85 (1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically to discuss the annual performance evaluation of the Library Director.

Przybylski made a motion to go into closed session to discuss the Library Director six-month performance evaluation. Freberg seconded the motion, which passed by voice vote.

OPEN SESSION

8. Reconvene to Open Session for the purpose of taking action on closed Session Item, if necessary.

Freberg made a motion to go into open session. Przybylski seconded the motion, which passed by voice vote.

Petrillo made a motion to place on file a satisfactory probationary performance evaluation for Alexander Johnson, Library Director. Martinez seconded the motion, which passed by voice vote.

Adjournment

Meeting adjourned by President Peterson at 6:41 pm.

Respectfully submitted,
Jamie Phillis, Office Supervisor