

**Minutes of the
Nicolet Federated Library System
Board of Trustees
Thursday, February 10, 2022 at 12:00 p.m.
Kress Family Branch, 333 N. Broadway, De Pere, WI 54115**

Present: Anthony Yaggie, President, Rebecca Berger, Corrie Campbell, Kathy Lefebvre, Cheryl Maxwell, Michael Poradek, Connie Seefeldt, Mark Teske, Julia Wallace, Tracy Vreeke, Director (NFLS), Hannah Good Zima (NFLS)

Excused: Elizabeth Fernandez, Kathy Pletcher, Marsha Hoefts, Janice Gehlhoff, Penny Habeck

Absent: Ken Harter

MINUTES

1. **Pledge of Allegiance.**
2. **Moment of Silence.**
3. **Welcome & Introductions.** The meeting was called to order at 12:06 p.m.
4. **Agenda Revisions.** None.
5. **Open Forum.** None.
6. **Approval of January 13, 2022 Minutes.**

Member Erickson made a motion to approve the minutes. Member Lefebvre seconded the motion. **Motion carried.**

7. Reports:

7.1 President – Anthony Yaggie

President Yaggie gave a report regarding upcoming Executive Committee on the 24th. Will look at marketing ideas and professional art in the libraries.

7.2 Treasurer's Report – Marsha Hoefts

Director Vreeke gave a report on behalf of Treasurer Hoefts. Only \$2960 will need to be transferred from the Long Term Reserve to cover the deficit for 2021.

Member Poradek made a motion to approve the Treasurer's Report. Member Wallace seconded the motion. **Motion carried.**

7.3 Finance Committee – Marsha Hoefts

The Finance Committee will meet end of spring or early summer to begin to discuss next year's budget.

7.4 Grant Committee – Rebecca Berger

The Grants Committee will meet in March to review and approve Library Services and Youth Support Services Grant Applications. The Committee will also discuss the Improvement and Innovation Grant that is now a permanent part of the budget.

7.5 Personnel Committee – Ken Harter

The Personnel Committee will meet on February 17 to begin to review its policies and procedures, review job descriptions and salary comparisons and set the meeting schedule for the year.

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7.6 Director's Report – Tracy Vreeke

Director Vreeke gave a report regarding the state of the office and member libraries.

8. Approval of Youth Services & Inclusive Services Liaison Agreement with Brown County Library.

Member Berger made a motion to approve the Youth Services & Inclusive Services Liaison Agreement with Brown County Library. Member Campbell seconded the motion. **Motion carried.**

9. Authorize Board President to Approve and Sign 2021 Annual System Report.

Member Wallace made a motion to authorize the Board President to approve and sign the 2021 System Annual Report after review and approval by Board via email. Member Berger seconded the motion. **Motion carried.**

10. Approve Authorization for Director Tracy Vreeke to Become Signer and Manager of NFLS Safety Deposit Box at Associated Bank.

Member Seefeldt made a motion to authorize Director Vreeke to become signer and manager of the Associated Bank Safety Deposit Box. Member Poradek seconded the motion. **Motion carried.**

11. Trustee Development - Advocacy.

Trustee training regarding advocating for the library was presented and discussed.

12. New Business. None.

13. Adjourn. Member Teske made a motion to adjourn. Member Maxwell seconded the motion. **Motion carried.** The meeting was adjourned at 1:15 p.m.

Respectfully Submitted, Hannah Good Zima, Reporting Secretary