

**Minutes of the
Nicolet Federated Library System
Executive Committee
Thursday, November 11, 2021 at 1:30 p.m.**

Present: Anthony Yaggie, President; Rebecca Berger, President-Elect; Marsha Hoeffs, Treasurer; Julia Wallace (Ex-Officio)

Excused: Cheryl Maxwell, Secretary; Elizabeth Fernandez, Member-At-Large

Also Present: Tracy Vreeke (NFLS), Hannah Good Zima (NFLS)

MINUTES

1. Pledge of Allegiance.

2. Moment of Silence.

3. Call to Order. The meeting was called to order at 1:35 PM.

4. Agenda Revisions.

Revisions: 1) Change Item 7 to "members to the Nominating Committee," and 2) Change Item 8 to a discussion and possible action item.

5. Open Forum. None.

6. Approval of the July 22, 2021 Minutes.

Member Hoeffs made a motion to approve the minutes. Member Berger seconded the motion. **Motion carried.**

7. Approval of the Recommendation of Members for the Nominating Committee.

President Yaggie recommended Vice President Berger, Member Entringer and Member Pletcher to the Nominating Committee.

8. Approval of Recommendation of Self-Evaluation Form to the Board of Trustees.

Director Vreeke discussed the purpose and benefits of having a Board evaluation. The process gives the Board an opportunity to reflect on Board effectiveness and functionality and address any dysfunctions that may arise. The Board members would complete the surveys anonymously and NFLS staff will compile the results for the President of the Board to review. The survey will be conducted in the fall prior to the election of a new President of the Board. The results will be provided to the new President in January after the election.

Member Berger made a motion to approve recommendation of the self-evaluation. Member Hoeffs seconded the motion. **Motion carried.**

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9. Discussion of Establishing Procedures for Review of Board and NFLS Policies.

Director Vreeke recommends creating a policy for the Board and Committees to review policies on a regular basis to ensure they are up to date. President Yaggie will appoint an ad hoc committee to review the policies, determine priorities and establish review timelines.

10. Adjourn.

Member Berger made a motion to adjourn. The motion was seconded by Member Hoefts. **Motion carried.** The meeting adjourned at 2:00 PM.

Respectfully Submitted,
Hannah Good Zima, Reporting Secretary