

**WATERFORD LIBRARY BOARD OF TRUSTEES  
OFFICIAL SPECIAL MEETING MINUTES  
January 3, 2023**

**Call to Order:** The meeting was called to order by President Isola at 5:39 p.m. in the Storytelling Room. Library Board Trustees present: Vice President Peters, Treasurer Nargis, Secretary Bechtel, and Trustees Klein, Pollnow and Schoepke. Also present Library Director Heather Kinkade.

**Public Comment**

None.

**Closed Session**

Motion (Pollnow/Schoepke) to adjourn into Closed Session for discussion regarding performance, benefits, and compensation of Village employees and preliminary consideration of specific personnel matters pursuant to Wisconsin Statute s.19.85 (1)(c) and (f). A vote was recorded as follows and the meeting adjourned into closed session.

Bechtel - Aye	Isola - Aye	Klein - Aye	
Nargis - Aye	Peters - Aye	Pollnow - Aye	Schoepke - Aye

**Reconvene**

Motion (Pollnow/Bechtel) to reconvene into Open Session. A vote was recorded as follows and the meeting reconvened into open session.

Bechtel - Aye	Isola - Aye	Klein - Aye	
Nargis - Aye	Peters - Aye	Pollnow - Aye	Schoepke - Aye

Motion (Nargis/Pollnow) for Library Board President Isola to speak individually and privately with Director Kinkade regarding the discussed performance evaluation.  
All ayes. Motion carried.

Board discussion confirmed it is the Library Director's responsibility to address Library staff personnel issues at her discretion.

**Old Business**

**2023 Budget**

Kinkade presented staffing and library hours options under consideration for 2023.

**Listening Session on January 9, 2023**

The Listening Session for January 9, 2023, 5 PM in the Community Room will be a Village Finance Committee meeting. Kinkade will inquire about having the Library on the agenda for that meeting and will post about the possible Library Board quorum on January 9.

**New Business**

**Bookkeeping**

Kinkade plans to start meeting regularly with Village Administrator Jackson, Village Treasurer/Financial Officer Vandehey, and Village Deputy Treasurer Brown to review finance information between the Village and Library. By the end of January expenses from 2022 are expected to be finalized.

**Adjournment:** There being no further business to come before the Board of Trustees, Board President Isola adjourned the meeting at 8:56 PM.