

Minutes (Draft)
Mead Public Library
Board of Trustees
March 14, 2013

A meeting of the Mead Public Library Board of Trustees was held on Thursday, March 14, 2013 in the Josephine Rocca meeting room. Present Board of Trustee members were Ms. Quinn, presiding; Mr. Nelson, Mrs. Johnson, Mrs. Segalle, Ms. Wortche, Ald. Carlson, Mr. Sampson, and Mr. Zylman. Unable to attend: Mr. Stauber Soik and Mrs. Norman. John Keister attended this meeting. Staff members present: Ms. Menzer, Ms. Mueller, and Mr. Zehfus.

1. Quinn called the meeting to order at 3:48 p.m. She determined there was a quorum present.
2. Quinn led the Pledge of Allegiance.
3. **Update on the new library director search – Quinn**
Quinn indicated that the purpose of this special meeting was to discuss the next steps to hire our library director; she asked for a motion to convene in closed session.
4. Zylman made a **motion** to convene in closed session under the exemption provided in Sec. 19.85 (1)(c), Wis. Stats., for the purpose of considering employment of the library director position over which the library board has jurisdiction and exercises responsibility. Johnson **seconded** the motion. The motion **passed.**
5. **Roll-call vote**
A role-call vote was held on the above motion. All present voting – yes.
6. **Closed session**
Menzer, Mueller, and Zehfus left the meeting.

At 4:20 p.m. Carlson asked to be excused from the closed session meeting.
7. **Reconvene in open session**
Menzer, Mueller, and Zehfus returned to the meeting at 5:40 p.m.
8. **Review and possible action on items presented during closed session**
Quinn indicated that no action was needed on the items presented during closed session.

Quinn asked Menzer to arrange a telephone system with speaker capabilities for telephone interviews with director candidates on Saturday, March 16 and Sunday, March 17.

Mueller will schedule the library board room for the telephone interviews. And, Stauber Soik, Carlson, and Norman need to be informed of the weekend meetings.

Keister is arranging the times of the candidates' telephone interviews.

For the March 21 Board of Trustees meeting Menzer was asked to include the results of the telephone interviews on the agenda.

9. Discussion of interview questions and interview procedures for prospective library director applicants

Quinn summarized that the interview questions and procedures was discussed in the closed session.

10. Adjournment

Segalle **made a motion** to adjourn the meeting. Sampson **seconded** the motion. The motion **passed.** Quinn adjourned the meeting at 5:47 p.m.