



155 East 1st Street  
New Richmond, WI 54017  
Phone: 715.243.0431  
Fax: 715.246.2691



**Minutes of the C.A. Friday Memorial Library Board of Trustees  
Tuesday, May 7, 2019, 4:30 pm**

**Trustees Attending:** Gjovik, Granroth, Hall, Kuney, Montello, Peplau, Van Nevel

**Trustees Attending via Phone:** None

**Trustees Absent:** None

**Also Attending:** Britta Kingwill, Mike Darrow, Sarah Reese

**Call to order:** Granroth called the meeting to order at 4:30 pm. Quorum was established and the meeting was properly noticed under Wisconsin Open Meeting Law.

**Approve Agenda:** (Gjovik/Hall) Motion to amend the agenda, moving items 9 & 10 after 5; passed unanimously by voice. (Gjovik/Hall) Motion to approve the amended agenda; passed unanimously by voice.

**Public Comment:** (limit 2 minutes per citizen) None.

**Approve Minutes from Joint Council/Library Board meeting 03.25.19 and Library Board meetings from 04.02.19, 04.05.19, 04.25.19 and 04.30.19:** (Gjovik/Peplau) Motion to approve all listed minutes; passed unanimously by voice.

**Discussion and Possible Action on Proposal from Studio GC:** (Montello/Van Nevel) Motion to accept proposal from Studio GC as presented.

**Library Building Project Discussions:** Further discussion about the process and ensuring the board is representing of the needs of the community.

**Approve Monthly Expenditures:** (Montello/Peplau) Motion to approve monthly expenditures. Motion passed unanimously by voice.

**Financial Report:** Financial Report for Royal Alliance, quarterly financials for our two New Richmond Area Community Foundation accounts, the City of New Richmond Impact fees and dedicated library funds along with our total balances were presented. (Montello/Kuney) Motion to approve financial report. Motion passed unanimously by voice.



155 East 1st Street  
New Richmond, WI 54017  
Phone: 715.243.0431  
Fax: 715.246.2691



**Discussion and Action on Library Director Hiring Process and Request for Proposals for**

**Executive Hiring Firm:** Reese shared that we received seven (7) proposals from firms. Reese and Rickard reviewed all of the proposals prior to the meeting. Review criteria included completeness of submitted information and specific library experience. Based on the review two (2) firms rose to the top and recommend interviewing. (Gjovik/Montello) Motion to form interview committee to interview two finalists and provide recommendation to library board. The Committee should include board members, Sarah Reese and Jennifer Rickard or other library representation. Passed unanimously by voice.

**Director's Report:** Kingwill presented the director's report.

**Set date for next regular meeting:** Tuesday, June 4, 2019 at 4:30 pm

**Communications:** Hall talked about and recommends "The Library Book" by Susan Orlean.

**Adjourn:** (Peplau/Gjovik) moved to adjourn at 5:35 pm; passed by voice.

*Submitted by: Britta Kingwill, Jennifer Rickard*