

The meeting was called to order at 6:33 pm by Chair Kiernan.

- 1.0 ROLL CALL** – Present: T. Kiernan (Chair), Trustees: P. Harycki, J. Fischer, N. Wilkes, L. Komas (arrived during 4.0 Director’s Report), Village Board Liaison I. Thomson, Assistant Library Director S. Harrison, Greendale Library Director B. Van Klooster, Absent and excused: Trustees E. Leonard,
- 2.0 CONSENT AGENDA**
  - 2.1 Motion (Harycki/Fischer) moves to approve minutes from 3/26/2026– passed 4-0-3
  - 2.2 Motion (Harycki/Fischer) moves to approve Library Budget Report and Board Fund March 2026 – passed 4-0-3
  - 2.3 Motion (Harycki/Fischer) moves to approve Library Payroll 2/28-3/13, 2026 & 3/14-3/27, 2026 – passed 4-0-3
  - 2.4 Next Library Board meeting will be Thursday, May 28, 2026
- 3.0 COMMITTEE AND LIAISON REPORTS**
- 4.0 DIRECTOR’S REPORT**
- 5.0 AGENDA ITEMS**
  - 5.1 4<sup>th</sup> of July Committee Request to use Library of T-shirt Pickup Site  
Trustee Wilkes provides overview of commemorative t-shirt program. Asking if the library could act as a distribution site once pre-sale shirts arrive.  
Motion (Komas/Harycki) moves to allow the library to be used as a t-shirt pickup – passed 5-0-2
  - 5.2 4<sup>th</sup> of July Committee Vendor Contract Update  
Trustee Wilkes provided updated information regarding time. There was some additional discussion about vendor fees which Trustee Wilkes was going to look into.  
Motion (Wilkes/Komas) moves to change the limited use agreement to start at 3pm vs. the 12pm current start time – passed 5-0-2
  - 5.3 Village of Greendale Contract Review  
Greendale Library Director B. Van Klooster introduced himself to the board. The Villages of Hales Corners and Greendale have entered an intergovernmental agreement allowing for the Greendale Library Director to act as the Hales Corners Interim Library Director while current staff work towards state public librarian certification.  
Motion (Harycki/Wilkes) moves to recommended the contract be approved by Hales Corners Village Board – passed 5-0-2
  - 5.4 Copier Replacement Proposals  
Assistant Library Director S. Harrison provided information about current copier equipment. Sought two proposals which were presented to the library board. Gordon Flesch and Forward TS were two proposals. Details of the two proposals were discussed.  
Motion (Fischer/Harycki) moves to go forward with the Forward TS proposal – passed 5-0-2
  - 5.5 Circulation Supervisor Job Description Review  
Assistant Library Director S. Harrison discussed need to backfill the position of

Circulation Supervisor. Made minor changes to job description. Some discussion about updated description.

Motion (Fischer/Wilkes) moves to accept changes made to Circulation Supervisor Job Description – passed 5-0-2

5.6 Library Staff Pay Plan Updates

Assistant Library Director S. Harrison asked the library board to update the current pay plan structure. Reverting some of the current positions back to previous titles using pay ranges from previous years that will result in a small budgetary saving.

Motion (Wilkes/Harycki) moves to approve the library staff pay plan updates – passed 5-0-2

5.7 Resolution to Transfer MCFLS Reciprocal Borrowing Funds to Village's General Fund

Motion (Komas/Fischer) moves to transfer reciprocal borrowing funds to the village's general fund - passed 5-0-2

5.8 Assistant Library Manager Review

The Library Board may enter closed session pursuant to Wis. Stat. §19.85(1)(c), for consideration of the employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility for the performance evaluation of the Assistant Library Manager over which the governmental body has jurisdiction or exercises responsibility, and to re-enter open session at the same place thereafter to act on such matters as discussed therein as it deems appropriate.

Roll call vote to enter closed session: Ayes: T. Kiernan, P. Harycki, J. Fischer, L. Komas, N Wilkes. Nays: None

7:51pm – Motion (Wilkes/Fischer) moves to come out of closed session Roll call T. Kiernan, P. Harycki, J. Fischer, L. Komas, N Wilkes,

**6.0 ADJOURNMENT** Motion (Harycki/Fischer) moves to adjourn – passed 5-0-2

*Seth Harrison/* (e-signature)

Seth Harrison, Assistant Library Director

Distribution: Library Board, Library Director, Library staff, Village Administrator, Village Board, MCFLS  
Post: Library Bulletin Board, Village Hall Bulletin Board, Fire Department