

**WINNEFOX LIBRARY SYSTEM**  
**UNAPPROVED BOARD MEETING MINUTES**  
May 31, 2023

The regular meeting of the Winnefox Library System Board of Trustees was called to order at 4:30 p.m. on Wednesday, May 31, 2023 by Vice-Chair Noah Cypher in the absence of President Katherine Freund. Trustees present were Ken Bates, Bill Bracken, Noah Cypher, Randy Fieldhack, Katherine Freund, Elizabeth Irish, John Jarvis, Melissa Kolstad, Jim Miller, Patty Pieper, Andrew Prellwitz, David Rucker, Michael Will and Doug Zellmer. Trustees absent were Dusty Krikau and Kathleen McGwin. Also present were Jeff Gilderson-Duwe, Director; Clairellyn Sommersmith, Assistant Director; Julie Schmude, Business Manager; and Keetra Baker, Winnefox Database Applications Coordinator.

**Public comments:** None

**Minutes**

Motion to approve the March 29, 2023 regular Winnefox Board meeting minutes. **Motion:** Miller; **Second:** Prellwitz; **Vote:** Unanimous.

Motion to approve the April 26, 2023 special Winnefox Board meeting minutes. **Motion:** Bracken; **Second:** Fieldhack; **Vote:** Carried, 13-0-1 with abstention by Will.

John Jarvis arrived at the meeting at this time.

Motion to approve the May 3, 2023 special Winnefox Board meeting. **Motion:** Will; **Second:** Bracken; **Vote:** Unanimous by a roll call vote.

**Classifications**

Motion to approve the March – April 2023 Classification of Invoices Previously Paid. **Motion:** Fieldhack; **Second:** Miller; **Vote:** Unanimous.

Katherine Freund joined the meeting at this time.

Clairellyn Sommersmith gave the Report of the Director.

**Bylaws Revision**

The Board discussed revisions to the bylaws striking reference to resource library director being the system director and other minor grammatical changes. **Motion:** Fieldhack; **Second:** Miller; **Vote:** Unanimous.

**Position Descriptions for Affordable Connectivity Program Outreach & Enrollment Guide**

Motion to amend position description in exhibit D to remove the language speaking preference. **Motion to Amend:** Miller; **Second:** Bracken; **Vote:** Unanimous. Motion to approve the position description in Exhibit C and the amended position description in Exhibit D. **Motion:** Kolstad; **Second:** Jarvis; **Vote:** Unanimous.

**Position Description of Library Director**

Motion to approve the position for the Winnefox Library System Director as proposed in Exhibit E. **Motion:** Bracken; **Second:** Zellmer; **Vote:** Unanimous.

**Closed Session**

Motion to enter into Closed Session at 5:18 p.m. pursuant to Section 19.85(1)(c) of the Wisconsin State Statutes in order to discuss matters pertaining to the employment, performance, promotion, or compensation of staff. **Motion:** Miller; **Second:** Zellmer; **Vote:** Unanimous by a roll call vote.

No motions were made nor votes taken.

**Open Session**

Motion to enter into Open Session at 6:10 p.m. **Motion:** Bracken; **Second:** Rucker; **Vote:** Unanimous by a roll call vote.

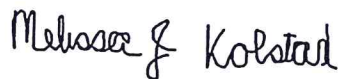
Patty Pieper left the meeting at this time.

Motion to set the Director's salary at Step K-1 of the matrix at \$106,920.11. **Motion:** Prellwitz; **Second:** Miller; **Vote:** Carried 9-4 (AYES: Bates, Fieldhack, Freund, Irish, Kolstad, Miller, Prellwitz, Rucker, Zellmer; NAYS: Bracken, Cypher, Jarvis, Will)

Clairellyn Sommersmith formally accepted the position of Director of the Winnefox Library System.

Motion to adjourn at 6:25 p.m. **Motion:** Fieldhack; **Second:** Bracken; **Vote:** Unanimous.

Respectfully submitted,



Melissa Kolstad, Secretary  
Julie Schmude, Recorder