

## PROCEEDINGS OF THE BROWN COUNTY LIBRARY BOARD

A special meeting of the Brown County Library Board was held on **December 21, 2021** at **3:00 p.m.** at the Central Library, 515 Pine Street, Green Bay, WI.

**PRESENT:** BRIAN ANDERSON, ANNETTE AUBINGER, DAVID RUNNING, and JAYME SELLEN. JOHN VAN DYCK attended via phone.

**EXCUSED:** MARISSA MELI and KATHY PLETCHER

**ALSO PRESENT:** Sarah Sugden, Emily Rogers, Linda Chosa, Sue Lagerman, and Curt Beyler.

**CALL TO ORDER** President Anderson called the meeting to order at 3:04 p.m.

### **DISCUSSION AND POSSIBLE MOTION REGARDING ONE-TIME PERSONNEL PAYMENT**

The Board had discussed a one-time payment for staff to be made in 2021. This payment is for recognition of the workloads assumed by staff when the library was experiencing a staffing shortfall. Chosa presented information on different scenarios based on varying percentages.

**Motion** by Running, seconded by Aubinger, to approve a one-time personnel payment due to staffing shortage of 1.5% of annual pay for all employees. **Motion carried.**

### **DISCUSSION AND POSSIBLE MOTION REGARDING RETAINING HGA FOR ARCHITECTURAL SERVICES FOR THE CENTRAL LIBRARY**

**LOWER LEVEL RENOVATION AND PROPOSAL WITH ADJUSTED COSTS** An updated proposal was distributed. County Purchasing has approved using HGA for the lower level renovation without going through RFP since they have performed a large portion of the work already. Revisions changed the total basic services fee to +\$59,325. A \$4000 enhanced lighting option was changed to an alternate.

**Motion** by Van Dyck, seconded by Sellen, to retain HGA for architectural services for the Central Library Lower Level renovations and proposal with adjusted costs of \$59,325, and the \$4000 option for lighting. **Motion carried.**

**ADJOURNMENT Motion** by Running, seconded by Sellen, to adjourn the meeting. **Motion carried.**

Meeting adjourned at 3:18 pm.

### **NEXT REGULAR MEETING:**

Central Library  
January 20, 2021  
5:15 p.m.

Respectfully submitted,

Sue Lagerman  
Recording Secretary