



**CITY OF CEDARBURG
A MEETING OF THE LIBRARY BOARD
MONDAY, JUNE 1, 2026 – 1:30 PM**

A meeting of the Library Board of Trustees Personnel Committee, City of Cedarburg, Wisconsin, will be held on Monday, June 1, 2026 at 1:30 PM at Cedarburg City Hall, W63 N645 Washington Avenue, Cedarburg, WI., on the second floor, Council Chambers.

AGENDA

1. CALL TO ORDER
2. ROLL CALL
 - A. Kassandra Bartelme, Michael Maher, Joycelyn Russo
3. STATEMENT OF PUBLIC NOTICE
4. COMMENTS AND SUGGESTIONS FROM CITIZENS
5. APPROVAL OF MINUTES
 - A. June 10, 2025 Library Board of Trustees Personnel Committee minutes.
6. ADJOURN TO CLOSED SESSION
 - A. It is anticipated the Library Board of Trustees Personnel Committee will adjourn to closed session pursuant to State Statute 19.85(1)(f) Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations. Specifically to be discussed is item 6.A.1.
 1. Discussion on a preliminary consideration of a specific personnel problem.
7. RECONVENE TO OPEN SESSION
8. ADJOURNMENT

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MEMBERS – PLEASE NOTIFY CITY CLERK'S OFFICE IF UNABLE TO ATTEND THIS MEETING.

**CITY OF CEDARBURG
LIBRARY BOARD PERSONNEL COMMITTEE
JUNE 10, 2025**

**LIB20250610-1
UNAPPROVED**

A regular meeting of the Library Board Personnel Committee, City of Cedarburg, Wisconsin, was held Tuesday, June 10, 2025, 6:15 p.m. at the Library Director's Office located inside the Cedarburg Public Library, W63 N589 Hanover Avenue.

The meeting was called to order by President Michael Maher at 6:20 p.m.

ROLL CALL: Present – Kassandra Bartelme, Michael Maher

Excused – Joycelyn Russo

Also Present - Library Director Linda Eastwood

STATEMENT OF PUBLIC NOTICE

It was acknowledged that the agenda for this meeting was distributed and posted in compliance with the Wisconsin Open Meetings Law.

COMMENTS & SUGGESTIONS FROM CITIZENS – None

NEW BUSINESS

Discussion and possible action on Library Director evaluation form

The proposed performance appraisal form was found in the Trustee Handbook. Linda added a few more items to the list of duties and revise the rating scale. The one thing that seems to be missing are some of the day-to-day duties such as addressing patron concerns and comments.

Motion made by Kassandra Bartelme, seconded by Michael Maher to approve the Library Director evaluation form with the edits as discussed. Motion carried without a negative vote with Joycelyn Russo excused.

ADJORNMENT

Motion made by Kassandra Bartelme, seconded by Michael Maher, to adjourn the meeting at 6:31p.m. Motion carried without a negative vote with Joycelyn Russo excused.

Kassandra Bartelme
CPL Board Secretary