



MONROE  
PUBLIC  
LIBRARY

*A Place to Gather & Grow*

# Board of Trustees Meeting

November 19, 2015

<b>Members :</b>	PRESENT	ABSENT
Dan Bartholf	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Nicole Cummings	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Daniel Harrigan	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Terry Hyland	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Susan Jevens	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gary Neuenschwander	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Leslie Nider	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cathy Timm	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sarah Wilke	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Staff:</b>		
Brooke Bauman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Suzann Holland	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Call to Order:**

President Neuenschwander called the November 19th meeting to order at 7:02 pm with a quorum present.

**Approval of Agenda:**

Trustee Bartholf made a motion to approve the agenda as presented. Trustee Nider seconded the motion. The motion carried unanimously.

**Public Comment:**

None.

**Board Correspondence:**

None.

**Approval of Minutes**

Trustee Timm made a motion to approve the minutes as presented. Trustee Jevens seconded the motion. The motion carried unanimously.

**Director's Report:**

The Director's Report, including the Youth Services and Teen updates, was reviewed and discussion was held.

### **Friends Group Report:**

The Friends did not have a quorum. Those present talked about having the Scavenger Hunt on Feb. 20<sup>th</sup>. They also discussed a partnership with Pleasant View Nursing Home to provide materials to the residents there.

### **Financial Review:**

The financial reports were reviewed with the following balances:

The LGIP account balance was reported at \$ 212,543.59.

The MPL Gift & Special Fund account balance was reported at \$11,835.03.

The SCLS Foundation report balance was reported at \$ 577.23.

The list of invoices was distributed.

Trustee Timm made a motion to approve the invoices as presented. Trustee Bartholf seconded the motion. The motion carried unanimously.

### **Unfinished Business: Compensation Study Update**

Suzann reported on behalf of Trustees Cummings and Hyland. They have had one meeting thus far and made some initial decisions. They have reviewed some plan concepts from a book on library compensation plans, along with the information that was gathered from comparable municipalities. At this time, they do not believe that they will go with a scale, but rather a salary range with a possible supplement system. These salary ranges would then be reviewed every 3 years. The committee is also planning to consult with the DPI for additional information.

### **Unfinished Business: Strategic Plan Update**

Suzann distributed the previous strategic plan. She stated that she and President Neuenschwander had met to review the plan. They determined that a lot of items were ongoing and should not be part of the new plan, or should be separated out; some items were not completed and should remain in the plan; and some were not completed and should be removed from the plan. They would also like to keep the existing mission statement. It was discussed to keep the plan a one page document and remove some of the "fluff." Suzann distributed a list of additional objective and strategy possibilities to be included in the new plan. She would also like to incorporate some of the information that was gathered from the City

of Monroe's comprehensive plan survey process. She will continue to work on the document and share with that document with the board.

**New Business: Approval of Revision to Policy on Circulation**

The Board reviewed the revised Policy that was distributed in the board packet. During the meeting there was discussion to make an additional revision to add institutions to the educator card that would include health care facilities and retirement communities.

Trustee Bartholf made a motion to approve the Policy of Circulation with the additional revisions pertaining to the educator/institutional card. Trustee Wilke seconded the motion. The motion carried unanimously.

**New Business: Short Apps in Storytime Video Shared by Holly**

Holly Storck-Post shared with the Board her involvement in the ILEAD project. As part of her role in ILEAD, she played an integral role in developing an *Apps in Storytime* video. The board then viewed the video.

**Business from Trustees:**

Next meeting is December 17<sup>th</sup>.

**Adjournment:**

Trustee Timm made a motion to adjourn at 7:58 pm. Trustee Jevens seconded the motion. The motion carried unanimously.