



MONROE
PUBLIC
LIBRARY

A Place to Gather & Grow

Board of Trustees Meeting

January 19, 2017

Members :

	PRESENT	ABSENT
Dan Bartholf	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Nicole Cummings	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Daniel Harrigan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Terry Hyland	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Susan Jevens	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gary Neuenschwander	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Andrea Nolen	<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"/>

Staff:

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 January 19th regular meeting to order at 7:00 pm with a quorum present.

Approval of Agenda:

Trustee Bartholf made a motion approve the agenda as presented. Trustee Jevens seconded the motion. Motion carried unanimously.

Public Comment:

None.

Board Correspondence:

None.

Approval of Minutes:

Trustee Bartholf noted one correction. Trustee Hyland made a motion to approve the minutes as revised. Trustee Bartholf 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 are working on their Quiz Bowl, which has been pushed back to February 25th. They also have successfully set up two \$500 scholarships to be given to high school seniors at Monroe High School.

Financial Review:

The financial reports were reviewed with the following balances:

The LGIP account balance was reported at \$194,429.47

The MPL Gift & Special Fund account balance was reported at \$21,431.57

The SCLS Foundation report balance was reported at \$603.96

The list of invoices was distributed.

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

Unfinished Business: Phase II Update

The committee was able to strike a few items from the original list. They would like to move ahead with the purchase of media shelving. The committee discussed the possibility of relocating the stairs to the front of the building and infilling all of the open floor on the second floor. There was discussion about relocating and expanding the Literacy Council area. Determination was made on what is a construction element and what is a non-construction element.

Unfinished Business: Consideration of Revised Policy on Photography

The revised *Policy on Photography* was reviewed. Discussion was held. Trustee Jevens made a motion to approve the revised Policy on Photography. Trustee Harrigan seconded the motion. The motion carried unanimously.

New Business: Consideration of Revised Policy on Unattended Children

The revised *Policy on Circulation* was reviewed. Discussion was held and suggested revisions were provided. The item is tabled until next month when a revised policy will be presented.

New Business: Consideration of Revised Policy on Public Displays

The revised *Policy on Public Display* was reviewed. Discussion was held and it was suggested to add that the Library Director has the final say. Trustee Jevens made a motion to approve the *Policy on Public Displays* seconded the motion. Trustee Wilke seconded the motion. The motion carried unanimously.

New Business: Approval of 2016 Annual DPI Report

Suzann presented the final copy of the 2016 Annual Report to be filed with the Wisconsin Department of Public Instruction. The report was reviewed. Trustee Timm made a motion to approve the 2016 Annual Report. Trustee Wilke seconded the motion. The motion carried unanimously.

New Business: Consideration of Purchase Requests for Initial Phase II Actions

Suzann presented a quote from Embury for additional media shelving. She stated that the existing shelving will not need to be moved. Trustee Timm made a motion to approve the purchase of additional media shelving, not to exceed \$10,000 with the funds coming from the LGIP account. Trustee Hyland seconded the motion. The motion carried unanimously.

Business from Trustees:

Suzann was presented with a two-year employment contract, consistent with the Monroe School District Admin staff. President Neuenschwander signed the contract.

Next meeting is Thursday, February 16th.

Adjournment:

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