



Board of Trustees Meeting

December 21, 2017

Members :	PRESENT	ABSENT
Dave Chugg	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Nicole Cummings	<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"/>
Nikki Matley	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gary Neuenschwander	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kathleen Rinear	<input checked="" type="checkbox"/>	<input type="checkbox"/>
John Tabaka	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sarah Wilke	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Staff:		
Brooke Bauman	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Suzann Holland	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Laura Schmiedicke	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrea Schmitz	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Call to Order:

President Neuenschwander called the regular meeting of the Monroe Public Library Board of Trustees to order at 7:00 pm with a quorum present.

Approval of Agenda:

Trustee Hyland made a motion approve the agenda as presented. Trustee Rinear seconded the motion. Motion carried unanimously.

Public Comment:

None.

Board Correspondence:

None.

Approval of Minutes:

Trustee Rinear made a motion to approve the minutes of the November regular meeting as presented. Trustee Jevens seconded the motion. The motion carried unanimously.

Director's Report:

The Director's Report, including the department updates, was reviewed and discussion was held.

Friends Group Report:

No Friends meeting was held this month.

Board Briefing—MPL by the Numbers

Brooke made a presentation on library statistics gathered from the Department of Public Instruction's Annual Report.

Financial Review:

The financial reports were reviewed with the following balances at the end of November:

The LGIP account balance was reported at \$183,996.79.

The MPL Gift & Special Fund account balance was reported at \$21,570.65.

The SCLS Foundation report balance was reported at \$678.10.

The list of invoices was distributed.

Trustee Matley made a motion to approve the invoices as presented. Trustee Chugg seconded the motion. The motion carried unanimously.

Unfinished Business: Phase II Snapshot

Suzann distributed and reviewed existing and planned layouts of each of the three floors. She is hoping to have a project estimate by February.

New Business: Consideration of Policy on Homebound Delivery

Revisions to the *Policy on Homebound Delivery* were reviewed. Trustee Rinear recommended one amendment to the presented policy. Trustee Jevens made a motion to approve the *Policy on Homebound Delivery* as revised and amended. Trustee Tabaka seconded the motion. The motion carried unanimously.

New Business: Consideration of Policy on Library Photography

No revisions are recommended at this time.

Business from Trustees:

Brooke indicated that this would be the last meeting that she will be attending. With members of the admin team now attending the meetings to provide updates, it made sense that they would take the minutes.

Next meeting is Thursday, January 18th in the 2nd floor meeting room.

Adjournment:

Trustee Tabaka made a motion to adjourn at 7:57 pm. Trustee Matley seconded the motion. Motion carried unanimously.