



# Board of Trustees Meeting

November 15, 2018

**Members:**

	PRESENT	ABSENT
Dave Chugg	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Terry Hyland	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gary Neuenschwander	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jim Plourde	<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"/>
(VACANT)	<input type="checkbox"/>	<input type="checkbox"/>

**Staff:**

Suzann Holland	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Laura Schmiedicke	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Andrea Schmitz	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Call to Order:**

President Neuenschwander called the regular meeting of the Monroe Public Library Board of Trustees to order at 7:01pm with a quorum present.

**Approval of Agenda:**

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

**Public Comment:**

None.

**Board Correspondence:**

None.

**Approval of Minutes:**

Trustee Plourde made a motion to approve the minutes of the October 18th regular meeting as presented. Trustee Tabaka 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:**

The Friends met and held officer elections, including a new treasurer. It is hoped that this will help them with having a quorum on a regular basis.

### **Board Briefing:**

Andrea gave a short presentation on the restructuring of the youth services department and the addition of two new employees.

### **Financial Review:**

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

- The LGIP account balance was reported at \$179,259.59.
- The MPL Gift & Special Fund account balance was reported at \$22,741.13
- The SCLS Foundation report balance was reported at \$667.58.
- The list of invoices was distributed.

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

### **Unfinished Business: Phase II Funding Gap Discussion**

Suzann is still waiting on area pricing from Dimension IV. The test Patronicity campaign is ready to go when we choose to launch it.

### **Unfinished Business: Blocked Juveniles**

Hoping to finish the report in December, but the process is being hampered by the large number of extremely old records.

### **New Business: Consideration of Policy on Circulation**

A change regarding assessing total cost when components are lost was added. Trustee Rinear made a motion to approve the policy as presented. Trustee Hyland seconded the motion. Motion carried unanimously.

### **New Business: Consideration of Policy on Gift Deposit Accounts**

No changes were recommended.

### **Business from Trustees:**

Next meeting is at 7pm on Thursday, December 20<sup>th</sup> in the 2<sup>nd</sup> floor meeting room.

### **Adjournment:**

President Neuenschwander made a motion to adjourn at 7:38pm. Trustee Chugg seconded the motion. Motion carried unanimously.