



# Board of Trustees Meeting

September 26, 2019

**Members:**

	PRESENT	ABSENT
Dave Chugg	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Cathy Goray	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mary Jane Grenzow	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dan Harrigan	<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"/>
John Tabaka	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Vacant	<input type="checkbox"/>	<input type="checkbox"/>

**Staff:**

Suzann Holland	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Laura Schmiedicke	<input checked="" type="checkbox"/>	<input 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 7:02pm with a quorum present.

**Approval of Agenda:**

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

**Public Comment:**

President Neuenschwander was presented with a gift and card and thanked for his service to the Board.

**Board Correspondence:**

None.

**Interview of Trustee Applicants**

Joe Leverton, Nicole Cummings, and Bobbie Thomas were interviewed separately for trustee appointment.

**Approval of Minutes:**

Trustee Plourde made a motion to approve the minutes of the July 27<sup>th</sup> regular meeting and September 11<sup>th</sup> special meeting as presented. Trustee Goray 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 group will be having a membership drive in October. The library received money for both continuing education and the Most Wanted collection. A new Board representative to the Friends group is needed.

**Board Briefing:**

Laura gave a presentation on her collaborative "Tough Topics" collection development for the adult nonfiction collection.

**Financial Review:**

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

- The LGIP account balance was reported at \$182,869.37
- The MPL Gift & Special Fund account balance was reported at \$19,757.86.
- The SCLS Foundation report balance was reported at \$714.55.
- The list of invoices was distributed.

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

**Unfinished Business: Phase II**

Suzann noted that she will have a feasibility study update at the next meeting.

**New Business: Consideration of Policy on Library Closures**

No changes recommended at this time.

**New Business: Consideration of Policy on Computers & Internet Access**

The policy was clarified with regard to time extensions and nudity. Trustee Harrigan made a motion to approve the revised policy as presented. Trustee Tabaka seconded the motion. The motion carried unanimously.

**New Business: Consideration of Board of Trustees By-laws**

References to the former "financial secretary" position were removed. Trustee Plourde made a motion to approve the revised by-laws as presented. Trustee Harrigan seconded the motion. The motion carried unanimously.

**New Business: Consideration of Library Page Wages**

Suzann recommended updating the wages to a base of \$8 per hour for pages and \$10 per hour for the lead page, and that page wages be considered by the board each year when other compensation decisions are made. Trustee Goray made a motion to approve the revised wages and plan as presented. Trustee Harrigan seconded the motion. The motion carried unanimously.

**New Business: Consideration of Cheese Days 2020 Open Hours**

Suzann recommended that the library be open to the public from 12-3 on Friday and closed to the public on Saturday. Trustee Hyland asked if it would make sense to be open 9-3 on Friday. The library administrative team feels that because the library normally opens at 12 on Fridays, the public will assume that we are closed in the morning and not come if the library is open. Trustee Plourde suggested that the Cheese Days hours be added to the Library Closures policy for efficiency. All present thought that was a fabulous idea and the policy revision will be added to next month's agenda.

#### **New Business: Consideration of Trustee Appointment Recommendations**

Discussion of the candidates' attributes was held. Trustee Plourde made a motion to recommend Nicole Cummings to the Board of Education for appointment as a trustee. Trustee Harrigan seconded the motion. The motion carried unanimously. Trustee Goray made a motion to recommend Bobbie Thomas to the Board of Education for appointment as a trustee. Trustee Neuenschwander seconded the motion. The motion carried.

#### **New Business: Election of Officers**

Trustee Goray made a motion to appoint Trustee Hyland as President. Trustee Harrigan seconded the motion. The motion carried unanimously. Trustee Hyland made a motion to appoint Trustee Harrigan as Vice-president. Trustee Grenzow seconded the motion. The motion carried unanimously.

#### **Business from Trustees:**

Next meeting is at 7pm on Thursday October 24<sup>th</sup> in the 2<sup>nd</sup> floor meeting room.

#### **Adjournment:**

Trustee Plourde made a motion to adjourn at 8:32pm. Trustee Tabaka seconded the motion.