



Board of Trustees Meeting

September 21, 2017

Members :	PRESENT	ABSENT
Nicole Cummings	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Daniel Harrigan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Terry Hyland	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Susan Jevens	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Nikki Matley	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Gary Neuenschwander	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Andrea Nolen	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Cathy Timm	<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 checked="" type="checkbox"/>	<input 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 7:01 pm with a quorum present.

Approval of Agenda:

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

Trustee Candidate Interviews

There are no interviews scheduled. Trustees Nolan, Timm, and Harrigan are all leaving the board, resulting in three vacancies. Suzann requested that if any Trustees know of anyone that might be interested to supply her with their contact information.

Public Comment:

None.

Board Correspondence:

None.

Approval of Minutes:

There was no quorum for the August meeting so the minutes for the July meeting were presented. Trustee Jevens made a motion to approve the minutes of the July meeting as presented. Trustee Harrigan 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 discussed making donations to the library at their meeting. Two new board members were elected to the board, both of whom are older teenagers.

Board Briefing—Readers' Advisory

Laura gave a presentation on Readers' Advisory.

Financial Review:

The financial reports were reviewed with the following balances:

The LGIP account balance was reported at \$183,514.07

The MPL Gift & Special Fund account balance was reported at \$18,989.17

The SCLS Foundation report balance was reported at \$684.30

The list of invoices was distributed.

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

Unfinished Business: Phase II Update

Suzann has received the latest set of drawings from Dimension IV. A meeting was held with the committee, along with representatives from Green County Literacy Council, Green County Genealogical Society to get their input. Suzann is working on compiling and comparing the suggestions that she has received. The Board can expect an update at the November meeting.

New Business: Consideration of Policy on Library Closures

Suzann presented a revised copy of the *Policy on Library Closures*. Trustee Harrigan also suggested a revision. Trustee Cummings made a motion to approve the *Policy on Library Closures*. Trustee Jevens seconded the motion. The motion carried unanimously.

New Business: Consideration of Policy on Computers & Internet Access

No revisions are recommended at this time.

New Business: Consideration of Board of Trustees By-Laws

Brooke stated that in the future the board may want to consider not allowing family members of staff to be trustees. The board will make that consideration in the future. No revisions are recommended at this time.

New Business: Authorization to Approve Library Contract

Suzann indicated that the committee has selected Janel Keizer for the position of Programming and Senior Outreach Librarian. She is scheduled to start on 10/9. Janel has informed the Friends that she will no longer to be

able to serve on their board. Trustee Timm made a motion to authorize Gary to sign the forthcoming contract of Janel Keizer with her annual salary to be pro-rated to her start date. Trustee Cummings seconded the motion. The motion carried unanimously.

New Business: Recommend Trustee Candidates for Appointment

None at this time.

New Business: Appointment of Officers

This item should be "Election of Officers".

Trustee Cummings made a motion to elect Trustee Neuenschwander to the office of President. Trustee Timm seconded the motion. The motion carried unanimously.

Trustee Jevens made a motion to elect Trustee Hyland to the office of Vice-President. Trustee Cummings seconded the motion. The motion carried unanimously.

Trustee Timm made a motion to elect Trustee Cummings to the office of Financial Secretary. Trustee Harrigan seconded the motion. The motion carried unanimously.

Business from Trustees:

Next meeting is Thursday, October 18th.

Adjournment:

Trustee Cummings made a motion to adjourn at 7:46 pm. Trustee Jevens seconded the motion. Motion carried unanimously.