



# Board of Trustees Meeting

October 18, 2018

**Members:**

	PRESENT	ABSENT
Dave Chugg	<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"/>
Jim Plourde	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Kathleen Rinear	<input type="checkbox"/>	<input checked="" type="checkbox"/>
John Tabaka	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sarah Wilke	<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 7:01 pm with a quorum present.

**Approval of Agenda:**

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

**Public Comment:**

None.

**Board Correspondence:**

None.

**Approval of Minutes:**

Trustee Hyland made a motion to approve the minutes of the September regular meeting as amended. Trustee Plourde 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 group did meet, but again did not have a quorum or any financial report. The group is openly speaking of folding. The trustees discussed issues involved with this.

### **Board Briefing:**

Laura gave a short presentation on self-publishing and how it has transformed in recent years.

### **Financial Review:**

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

- The LGIP account balance was reported at \$178,926.03.
- The MPL Gift & Special Fund account balance was reported at \$20,846.39.
- The SCLS Foundation report balance was not available at meeting time.
- The list of invoices was distributed.

Trustee Jevens 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 met with City Administrator Rath to discuss the possibility of the city serving as an agent for the grant application. His advice included to verify the library's eligibility and to determine whether the city or county offers a more conducive environment for the need-based program. Dimension IV is currently working on pricing for individual elements of the project, which will be helpful in seeking corporate sponsorship.

### **Unfinished Business: Juvenile Cards**

Staff are currently working through each blocked card. Some of the charges are more than fifteen years old, and deleting the card will be the best option. The recently blocked will benefit the most from this effort, as they will most likely be young, still living in the area, and wishing to have the opportunity to check items out again.

### **New Business: Consideration of Policy on Library Meeting Rooms**

Exceptions for charging fees were added for the library and its partner organizations. Trustee Plourde made a motion to approve the policy as presented. Trustee Wilke seconded the motion. The motion carried unanimously.

### **New Business: Consideration of Policy on Personnel Policy for Library Staff**

No changes were recommended.

### **New Business: Recommendation of Board Appointment to School Board**

Dan Harrigan is ready to return to the board. Trustee Hyland made a motion to recommend appointment of Dan Harrigan to the Board of Trustees. Trustee Jevens seconded the motion. The motion carried unanimously.

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

President Neuenschwander was nominated as President by Trustee Hyland. The motion was seconded by Trustee Jevens. The motion carried unanimously. Vice-president Hyland was nominated as Vice-president by Trustee Jevens. The motion was seconded by Trustee Tabaka. The motion carried unanimously. Action for the office of Financial Secretary was tabled, pending clarification of its necessity.

**Business from Trustees:**

Trustee Jevens resigned from the board, as she is moving to another area of the state. Next meeting is at 7pm on Thursday, November 15th in the 2<sup>nd</sup> floor meeting room.

**Adjournment:**

President Neuenschwander made a motion to adjourn at 7:44pm.