



Board of Trustees Meeting

March 28, 2019

Members:

	PRESENT	ABSENT
Dave Chugg	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mary Jane Grenzow	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dan Harrigan	<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" type="checkbox"/>
Sarah Wilke	<input checked="" 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 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 6:56pm with a quorum present. Also present were soon-to-be Trustee Cathy Goray and District Administrator Ron Olson.

Approval of Agenda:

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

Public Comment:

None.

Board Correspondence:

The Board received a letter from the District confirming the appointment of Trustee Grenzow and of soon-to-be Trustee Cathy Goray.

Guest Discussion

District Administrator Ron Olson was present to answer questions with regard to the proposed revision to *Policy on Library Closures*. Trustee Plourde noted that he wanted to understand where the line was between the Library Board's authority and District policy. Ron gave an overview of how snow days work for different categories of employees in the District. He noted that the proposed change to pay library employees when the District Administrative Center is closed made sense. He stated that if there was another change to be made, it would be

to modify the Library Board's policy of allowing employees to use sick leave during inclement weather to bring it in sync with the rest of the District and permit only personal and vacation leave. The Board thanked Ron for his time.

Approval of Minutes:

Trustee Hyland made a motion to approve the minutes of the February 28, 2019 regular meeting as presented. 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 met earlier without a quorum present. The turnover of financial information to the treasurer has not yet happened. The president has been out of contact and did not attend the meeting again this month. A representative from the Literacy Council is still needed.

Board Briefing:

Both Coordinators were absent from the meeting.

Financial Review:

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

- The LGIP account balance was reported at \$180,673.35.
- The MPL Gift & Special Fund account balance was reported at \$18,957.45.
- The SCLS Foundation report balance was reported at \$693.64.
- 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

Suzann and President Neuenschwander met and discussed the community block grant application process and the need for additional funding commitments. They determined that it would be better to wait until next spring's grant application cycle to give the library more time to line up more donors. At the request of President Neuenschwander, Suzann will meet with several important community stakeholders with capital campaign experience for advice.

New Business: Consideration of Policy on Collection Development & Maintenance

No changes recommended at this time.

New Business: Consideration of Policy on Special Collections

No changes recommended at this time.

New Business: Consideration of Policy on Library Closures

Trustee Wilke pointed out that the word *without* appears twice in a row in the new sentence. A brief discussion on the use of sick leave was held, with board members concluding that the library's operating schedule is sufficiently different to warrant the additional leave option. Trustee Hyland moved to approve the policy as amended. Trustee Chugg seconded the motion. The motion carried unanimously.

Business from Trustees:

Next meeting is at 7pm on Thursday April 25th in the 2nd floor meeting room.

Adjournment:

Trustee Hyland made a motion to adjourn at 7:39pm. Trustee Plourde seconded the motion. Motion carried unanimously.