



Board of Trustees Meeting

July 27, 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"/>
Sarah Wilke	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Staff:

Suzann Holland	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Andrea Schmitz	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Laura Schmiedicke	<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 7:00pm 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:

None.

Board Correspondence:

None.

Approval of Minutes:

Trustee Goray made a motion to approve the minutes of the May 23, 2019 regular meeting as presented. Trustee Harrigan seconded the motion. The motion carried unanimously.

Team Reports:

The Director's Report, including the department updates, was reviewed and discussion was held.

Friends Group Report:

The group held a meeting earlier with a quorum present. Financial control has been transferred to the group. The board funded the Most Wanted program for one year and contributed money for team continuing education.

Board Briefing:

Laura gave an overview of the recent diversity audit of the biographies in the adult collection.

Financial Review:

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

- The LGIP account balance was reported at \$181,163.71.
- The MPL Gift & Special Fund account balance was reported at \$18,816.75.
- The SCLS Foundation report balance was reported at \$719.35.
- The list of invoices was distributed.

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

Unfinished Business: Phase II

Suzann presented a slideshow to brief newer board members on what is planned for Phase II. Trustee Neuenschwander and Suzann are working on getting a leader for the citizen advisory committee.

Unfinished Business: Consideration of Policy on Volunteers

As per the request of the Board, the wording on background checks for volunteers was tightened up. Trustee Plourde made a motion to approve modified policy. Trustee Hyland seconded the motion. The motion carried unanimously.

New Business: Consideration of Policy on Exam Proctoring

No changes were recommended.

New Business: Consideration of Fine & Fee Schedule

Suzann recommended striking the supply costs from the schedule. Trustee Grenzow made a motion to approve modified policy. Trustee Tabaka seconded the motion. The motion carried unanimously.

New Business: Consideration of Policy Financial Strategy

No changes were recommended.

New Business: Consideration of Policy on Gifts & Donations

Wording was added to clarify that donated items would not be returned, as well as the requirement for the donor tree. Trustee Goray made a motion to approve modified policy. Trustee Harrigan seconded the motion. The motion carried unanimously.

New Business: Consideration of Proposal for Fundraising Feasibility Study

Suzann shared a proposal for the initial study. After speaking to other SCLS directors, notably those from Belleville and New Glarus, only one firm was recommended. Although Suzann touched base with other firms, only the recommended firm was being presented for approval. A long discussion followed, touching on total fundraising costs, steps involved, etc. Ultimately it was felt that the Board needed more time to consider the proposal, as there was a lot of supplementary material included that trustees did not have time to read. Trustee Plourde moved to table the item until next month. Trustee Hyland seconded the motion. The motion carried unanimously.

Business from Trustees:

Next meeting is at 7pm on Thursday August 22nd in the 2nd floor meeting room.

Adjournment:

Trustee Plourde made a motion to adjourn at 8:06. Trustee Harrigan seconded the motion. Motion carried unanimously.