

T. B. Scott Free Library Board of Trustees
REGULAR MEETING
October 16th, 2013

Minutes

1. Opening

President Mike Geisler called the Regular Meeting of the Board of Trustees to order at 4:00 p.m. in the Library Board Room. Present: Gene Bebel, Katie Breitenmoser, Paul Gilk, Chris Malm, Richard Mamer, Tim Meehan, Jim Wedemeyer and Vickie Yelle. Also present: Don Litzer.

The board received a thank you letter from the UW Extension for the donation to the "After the Bell" program. There was no public comment.

2. Consent Items

M Mamer/S Malm/C to approve September meeting minutes as printed. M Bebel/S Mamer/C to accept September Monthly Revenue and Expense Printouts & Monthly Statistical Report as printed.

3. Reports/Discussion Items/Action Items

A. Building and Grounds Report and Requests: Ms. Stevens reported on her conversation with Cory Brumbaugh, VP of Business Development at Myron Construction regarding the current plan of action for work in the elevator pit. 3 references were obtained for SureDry Basements as per board request. Ongoing issues with roof leaks and tree maintenance were discussed.

An additional proposal was presented as requested for upgrading furnishings in the lower level workroom from a local vendor. M Meehan/S Wedemeyer/C to approve the presented proposal of \$10,204, from Endowment Fund monies, for the workroom furnishings upgrade.

B. Library Endowment Fund Bond Renewal: M Meehan/S Gilk/C to continue current procedure for Endowment Fund activities and review Library Board Bylaws to reflect current procedure.

C. Library System Report Discussion: Ms. Stevens presented the report. Ms. Stevens extended an invitation to attend the next Tomahawk Library Board Meeting.

D. Report from the Wisconsin Youth Services Development Institute: Ms. Stevens presented the report of attendance by staff member Ms. Bennett.

E. Trustee Essential #6-Evaluating the Director: Ms. Stevens provided copies of Trustee Essential #6. Mr. Meehan requested that the current evaluation procedure be brought to the next board meeting for approval.

F. Reports from Friends/WVLS Representative: The Friends upcoming booksale is on October 24th, 25th and 26th. Ms. Stevens discussed a request to the Friends for a 3D printer which will be on their next meeting agenda.

4. Forthcoming Events & Library Director Report

- YS movie and book event October 18th for Grades 4-8.
- 73 youth have been signed up for the 1000 Books before Kindergarten program which began October 1st.
- 3 youth services staff will be attending a WVLS workshop focusing on early literacy.
- Wisconsin Poet Laureate Max Garland was here on October 12th.
- East Bay held a job fair at the library which was very successful.
- Board members were asked to set aside December 6th from 3-6pm and December 7th from 9am to noon for Long Range Planning retreat.
- City continues 2014 budget discussions; key issues include insurance and wage increases.
- New 3rd floor chairs have been delivered.

5. Adjournment:

The meeting adjourned at 4:55 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on November 20th at 4:00 p.m. in the Library Board Room.

Stacy D. Stevens, Secretary