

T. B. Scott Free Library Board of Trustees
REGULAR MEETING
September 21st, 2016

Minutes

1. Opening

Vice-President Gene Bebel called the Regular Meeting of the Board of Trustees to order at 4:00 p.m. in the Library Board Room. Present: Katie Breitenmoser, Paul Gilk, D'Lacey Haight, Tim Meehean (-5:17), and Jim Wedemeyer (-5:25). Excused: Mike Geisler, Richard Mamer and Vickie Yelle. Also present: Don Litzer, Rob Peck (-5:00), Doug Stingle (-5:00), Nick Wszalek and Tyler H. & Carl D. from MP3.

The board received a thank you letter from UW-Extension for previous support from the Endowment Fund for the "After the Bell" program. The letter also included a request for funding/support for the current year; this item will be placed on the next agenda for consideration. A thank you was received from HAVEN to library staff for their donation of "Casual Friday" funds. The director keeps a record of all donations.

There was no public comment.

2. Consent Items

M Gilk/S Breitenmoser/C to approve the minutes of the August meeting as printed. M Meehean/S Haight/C to accept the Monthly Revenue & Expense Report for August as printed.

3. Reports/Discussion Items/Action Items

A. Solar Project-Timeline for Project Completion-Discussion: Mr. Peck and Mr. Stingle were introduced. A packet of information reviewing previous discussions and providing information on potential funding alternatives for the library's solar project was distributed to board members. Discussion points included: proposed bonding structure, impact to roof from the construction process, educating the public on the library project, and insurance. M Meehean/S Breitenmoser/C to proceed with Option #1 as soon as practical for the project cost up to \$79,480 as presented, and to explore an additional warrantee for inverters. Ms. Stevens will work with board members to identify one or more tax sponsors in our community. Once potential tax sponsor(s) have been identified, Northwinds Renewable Energy staff will assist library representatives in working out financial aspects, necessary agreements, and project plans with them. After tax sponsor(s) agreements and roles are in place, Ms. Stevens and Northwinds staff will then work on recruiting bond holders, and finally, to implement the solar project. Board members were in agreement that the educational benefit to our community of the library's solar project was very important, and in light of that sentiment, Northwinds will work closely with library staff to ensure the community is offered opportunities to learn from our project.

B. Strategic Plan Progress-Goals #3: Ms. Stevens presented staff progress on goals and objectives.

C. Trustee Essential #8-Developing the Library Budget: Ms. Stevens provided copies of Trustee Essential #8.

D. Reports from Friends/WVLS Representative: The Friends are providing funds for staff to attend the Wisconsin Library Association Conference in October. A copy of the WVLS Directors report for September was provided.

4. Forthcoming Events & Library Director Report

- August Statistical Report was presented.
- Board members received a document from Mr. Litzer regarding use of donated funeral home records, as discussed at the September board meeting.
- Ms. Stevens attended the September Lincoln County Finance and Insurance Committee meeting, where it was determined that a discussion with the library directors, Lincoln County Administrative Coordinator, and Lincoln County Finance Director should occur regarding the county levy calculation. Ms. Stevens will keep board members apprised.

- Ms. Stevens updated the board on the significant health insurance rate increase the City anticipates for 2017, and pending Personnel & Finance discussion regarding options.
- As mentioned at the last board meeting, the library continues to address issues involving youth on library property. Recent incidents and concerns have resulted in the Merrill Police Department being present on library grounds after school. PRMS administration has also been cooperative in assisting staff with managing student behavior at the library. Several letters have been sent to parents of youth violating library policy, prohibiting their use of the library for one year. In addition, phone calls have been made to parents of youth with lesser infractions. Ms. Stevens remains available to any parent who wishes to discuss their child's behavior on library property.

5. Adjournment:

The meeting adjourned at 5:30 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on October 19th at 4:00 p.m. in the Library Board Room.

Stacy D. Stevens, Secretary