

**T. B. Scott Free Library Board of Trustees**  
**REGULAR MEETING**  
**March 15<sup>th</sup>, 2017**  
**Minutes**

**1. Opening**

President Mike Geisler called the Regular Meeting of the Board of Trustees to order at 3:00 p.m. in the Library Board Room. Present: Gene Bebel (3:30-), Katie Breitenmoser, Paul Gilk, Tim Meehean, and Jim Wedemeyer. Excused: Richard Mamer. Also present: Doug Stingle, Josh Stolzenburg, Kurt Reinhold (via conference call), Cheryl Schnelle, Don Litzer, Nick Wszalek and Hunter L. from MP3.

Correspondence included a request for contributions to the Hanging Basket Project from the Merrill Area Chamber of Commerce Foundation, to which staff are again donating proceeds from April "Casual Friday" donations; the board approved by consensus to fund the remainder of a pole donation from endowment funds.

There was no public comment.

**2. Consent Items**

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

**3. Reports/Discussion Items/Action Items**

A. Request for Room Fee Waiver-Girl Scout Troop: Ms. Stevens provided board members with an email from Ms. Schnelle requesting a waiver of meeting room fees for Troops 7431 and 7426. Ms. Schnelle explained that these two newly-formed groups have no funds in their treasury until their first cookie sale, and requested a waiver until such a time as the troops' cookie sales begin. M Gilk/S Breitenmoser/C to approve the temporary waiver of fees for these two troops (7431 & 7426) for a period of 6 months, with consideration of a service project for the library in appreciation of the waiver if deemed appropriate.

B. Building and Grounds Request-Solar Project Roof Replacement: The board was provided a copy of the minutes from the February 28<sup>th</sup> Building and Grounds Committee meeting. As a result of the direction given at the meeting, Ms. Stevens and Mr. Wszalek met with city staff to discuss the roof replacement phase of the library's solar project. It was determined by city staff that the project be sent out to bid. M Meehean/S Wedemeyer to approve the Building and Grounds Committee's recommendation for the replacement of the roof pending the bid process, and to authorize the Building and Grounds Committee to award the bid, funding the project through the Endowment Fund in an amount not to exceed \$33,837.

C. Solar Project Funding Discussion and Update: M Meehean/S Bebel /C to approve the Energy Savings Contract pending review of language and modifications as discussed, including the extension of warranties on the inverters at a cost not to exceed \$1,500. It was also agreed that the sale of Legacy Solar Co-Op bonds directed towards our project be completed by March 29<sup>th</sup> in order for Legacy Solar Co-op to complete the necessary application process. Mr. Geisler and Ms. Stevens were directed to sign said contract if all appears in order on or about April 3<sup>rd</sup>.

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

E. Wisconsin Public Library Standards-Chapters 5-8: Ms. Stevens provided copies of Chapters 5-8 as well as Appendixes A-E from the publication Wisconsin Public Library Standards. Upon review, the library successfully meets the standards presented in Chapters 5-8.

F. Reports from Friends/WVLS Representative: There was no report.

**4. Forthcoming Events & Library Director Report**

- February Monthly Statistical Report was provided.
- The lighting panel's functionality continues to deteriorate. Mr. Wszalek has gotten quotes from several vendors for replacement. The estimated project cost based on these quotes indicates that the project will need to be sent out to bid. Ms. Stevens has requested that this item be placed on the City's Personnel and Finance Committee agenda for consideration of a 2017 budget amendment.

**5. Adjournment:**

The meeting adjourned at 4:10 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on April 19<sup>th</sup> at 4:00 p.m. in the Library Board Room.

Stacy D. Stevens, Secretary