

T. B. Scott Free Library Board of Trustees
REGULAR MEETING
August 16th, 2017

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 (4:01-), Katie Breitenmoser, Paul Gilk, Audrey Huftel, Richard Mamer, Tim Meehean (4:01-), and Jim Wedemeyer. Excused: D'Lacey Haight. Also present: Laurie Ollhoff, Nick Wszalek (-4:30), and Draco F. from MP3.

There was no correspondence.

There was no public comment.

2. Consent Items

M Breitenmoser/S Huftel/C to approve the minutes of the July meeting as printed. M Meehean/S Wedemeyer/C to accept the Monthly Revenue & Expense Report for July as printed.

3. Reports/Discussion Items/Action Items

A. 2017 Mid-Year Endowment Fund Report: Mr. Mamer presented the report. M Meehean/S Gilk/C to accept the report as presented.

B. Endowment Fund: Review of Form 990: Board members received the document in their board mailing prior to August 15th and were instructed to notify Mr. Mamer with questions, comments or changes. M Meehean/S Wedemeyer/C to approve the form as printed.

C. Program Proposal and Renewal: M Meehean/S Bebel/C to approve as presented: \$2,500 from Endowment Fund monies for the production of ten events by Christine Vorpapel and \$2,500 from Endowment Fund monies for the production of ten events by Sue Hass with the correction of Ms. Hass' address. Payment will be made upon completion of current contract commitments.

D. Building & Grounds: Coffee Shop Roof Proposal: Board members received a proposal for re-roofing of the Coffee Shop Roof in their packet. Mr. Wszalek reviewed ongoing issues with that particular roof and current status. M Breitenmoser/S Meehean/C to approve \$11,923 from Endowment Funds for the replacement of the Coffee Shop Roof and small East roof as presented.

E. 2017 Holiday Library Hours: Ms. Stevens reviewed upcoming holiday closings per city guidelines. There was no action.

F. Strategic Plan Progress-Goals #2: Ms. Stevens presented staff progress on goals and objectives.

G. Trustee Essential #16-Ethics and Conflict of Interest Laws Applying to Trustees: Copies were provided of Trustee Essential #16.

H. Reports from Friends/WVLS Representative: The Friends are planning their fall book sale. Handouts detailing the progress of the Wisconsin Public Library System Redesign project were given to board members. Information on Wisconsin Trustee Training Week and a legislative report from WVLS were also provided.

4. Forthcoming Events & Library Director Report

- July Statistical Report was presented.

- Ms. Forde will be attending the upcoming new teacher orientation for MAPS next week.
- Board was apprised of a staff member resignation and subsequent hiring of replacement.
- Community Night Out was successful. Youth Services, Outreach and Adult Services were all represented.
- Staff parking lot project has been completed.
- Mr. Geisler and Ms. Stevens met with a library board member from the Fond Du Lac Public Library, who was interested in our solar project.
- Mr. Bebel requested the library pursue enhanced audio equipment: microphones and speakers, to be used in the community room.
- Mr. Bebel asked the board to consider the possibility of a donation from the library endowment fund for the establishment of a library at the new Northwoods Veterans Post. Mr. Bebel requested this item be placed on the next board meeting agenda.

5. Adjournment:

M Meehan/S Mamer/C to adjourn the meeting at 4:45 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on September 20th at 4:00 p.m. in the Library Board Room.

Stacy D. Stevens, Secretary