

**T. B. Scott Free Library Board of Trustees**  
**REGULAR MEETING**  
**June 19<sup>th</sup>, 2019**  
**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, Darcy Dalsky, Paul Gilk (4:40-), Audrey Huftel and Tim Meehan. Excused: Richard Mamer and Jim Wedemeyer. Also present: Laurie Ollhoff and Tyler H. 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 May meeting as presented. M Meehan/S Huftel/C to accept the Monthly Revenue and Expense Report for May as printed.

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

A. Policy Review: Standard of Conduct for Library Patrons: Discussion on State Statutes related to policy revisions. M Meehan/S Dalsky/C to approve the policy as revised.

B. Policy Review: Animals in the Library: M Breitenmoser/S Meehan/C to approve the policy as revised.

C & D. Policy Review: Children-Unattended & Borrowing Privileges-Delinquent Patrons: M Meehan/S Huftel/C to approve the policies.

E. Library/Community Liaison Position Discussion: M Bebel/S Meehan/C to approve the position as presented with the expectation of working closely with MAPS Counselors and Administrative Staff.

F. Long Range Plan Document: Ms. Stevens presented a document which will be used for marketing the Long Range Plan to stakeholders and public.

G. Update on Community Room Status: Bids for beam replacement project due to be opened on Monday June 24<sup>th</sup> and on the Board of Public Works agenda for June 26<sup>th</sup>.

H. Status of Church Property: Board members remain concerned about potential uses of the building as it relates to the shared parking lot. While there has been interest within the community as to the possible use of the building, Ms. Stevens is not aware of any developments regarding the property.

I. Strategic Plan Progress Goal #3: Goal #3 was presented with objectives and measurable outcomes.

J. Trustee Essential #10-Developing Essential Library Policies: Ms. Stevens provided copies of Trustee Essential #10.

K. Reports from Friends/WVLS Representative: The upcoming Friends one-day book sale in the Café area is scheduled for June 21<sup>st</sup>.

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

- May Monthly Statistical Report was provided.
- Minutes for the AAC Quarterly meeting on May 7<sup>th</sup> were supplied.
- April & May Task Logs for John Greenwood were provided.
- Significant staffing changes have begun which intend to provide more staffing flexibility by cross-training all staff to work at any service desk rather than department specific staffing.
- Ms. Stevens and Mr. Greenwood will be attending the Initiatives for Democratic Practices Exploratory meeting in Dayton, OH from July 10<sup>th</sup> -12<sup>th</sup>.
- 2019 Wisconsin Trustee Training Week brochure provided.

- Board of Public Works has an agenda item for consideration of compressor failure on rooftop HVAC unit. Capital request for replacement of all units was submitted for this year and not funded. Item has been submitted to the capital request plan again for 2020 consideration.
- Received document from Wisconsin Historical Society confirming the ability to proceed with the refurbishing of the community room due to water damage.
- Summer Library Program for Youth-A Universe of Stories began June 7<sup>th</sup>. Great attendance so far for the programs held here at the library rather than at PRMS.

**5. Adjournment:**

M Gilk/S Meehean/C to adjourn the meeting at 5:00 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on July 17<sup>th</sup> at 4:00 p.m. in the Library Board Room.

Stacy D. Stevens, Secretary