

**PEWAUKEE PUBLIC LIBRARY BOARD MEETING
BOARD OF TRUSTEES
Wednesday, September 21, 2016 MEETING MINUTES**

Agenda Item #1: The meeting of the Pewaukee Public Library Board was called to order at 6:35 PM by Library Board President Lisa Jansen.

Members Present: Lisa Jansen, Leslie Miller, Laura Muchowski, Dale Noll, and Karen Wildman.
Also Present: Library Director, Jennie Stoltz.
Citizens present: None.
Minutes taken by: Karen Wildman

Members Excused: Tom Calder and Jeff Kara.

Agenda Item # 2: Citizen Comments – none.

Agenda Item #3: Approval of Consent Agenda. Leslie Miller made a motion to approve the Consent Agenda with the following change to agenda item #11 in the minutes: Tom Calder made the motion to adjourn and Jeff Kara seconded. Dale Noll seconded. Motion carried.

- a. Minutes of August 24, 2016 meeting
- b. Financial Reports
 1. Year-to-date Financial Report
 2. Current Accounts Payable & Accounts Receivable
 3. Treasurer's Report
- c. Library Monthly Statistics Report
- d. Director's Report

Laura Muchowski made a motion to take Agenda Item #6 out of order. Dale Noll seconded. Motion carried.

Agenda Item #6: Presentation by Jenny Wegener, Head of Youth Service. Jenny presented the board members with a few handouts containing infographics on the children's and young adult Summer Library Programs. She explained how it was an extra challenging summer with Sandy George, the Young Adult Library being out on maternity leave. No action taken.

Old Business:

Agenda Item #4: Discussion and possible action on the 2017 Pewaukee Public Library Budget. Jennie said the health insurance costs had come in with a savings of \$4950 which will cover the budget shortfall but she said that she feels that the savings are due to the health plans getting worse and worse each year, particularly for the Waukesha County employees. Each year the state seems to accept bids from unknown insurance companies who undercut everyone by bidding low but who only provide coverage to a single health provider. This seriously limits medical access for staff.

Jennie also said that she had received notice from the City that their Finance committee was okay with the budget so far and that they had done some minor tweaking to parts of the budget but had not done anything to the library's portion of the budget. The requested increase in the budget is entirely salary and benefits, which is our continuing forward with the results of the salary study. The overall

operational budget outside of salaries and benefits had a 0% increase. Dale Noll made a motion to approve the revised budget as presented. Leslie Miller seconded. Motion carried.

Agenda Item #5: Discussion and possible action on the municipal capital expenditures. Tabled.

New Business:

Agenda Items #7: Discussion and possible action on the 2017 Calendar of Holiday Closings. Leslie Miller moved to approve the alternate 2017 Holidays Closing calendar. Dale Noll seconded. Motion carried. Note: the 2017 Holiday Calendar will mirror the 2016 holiday calendar for Christmas and New Years. If the public complains about the 2016 closures the Library Board will revisit the 2017 Holiday Calendar.

Agenda Item #8: Discussion and possible action on Resolution 2016-01 (Parking lot repairs). Dale Noll made a motion to approve Resolution 2016-01 establishing 2016 expenditures of Library Fund Balance not to exceed \$6000. Laura Muchowski seconded. Motion carried.

Agenda Item #9: Goals – Administrative #2 (Invite Department Heads to attend a board meeting to provide updates). No action taken.

Agenda Item #10: Trustee Essential #7 (The Library Board and Library Personnel). No action taken.

Agenda Item #11: Adjournment. Dale Noll made a motion to adjourn the meeting at 7:56 PM. Leslie Miller seconded. Motion carried.

Our next meeting is scheduled for Wednesday, October 19, 2016 at 6:30 PM at the Pewaukee Public Library.

Respectfully Submitted,

Karen Wildman,
Library Board Secretary