PEWAUKEE PUBLIC LIBRARY BOARD MEETING
BOARD OF TRUSTEES
Wednesday, July 20, 2016 MEETING MINUTES

Agenda Item #1: The meeting of the Pewaukee Public Library Board was called to order at 6:34 PM by Library Board President Lisa Jansen.

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

Members Excused: Leslie Miller and Tom Calder.

Agenda Item # 2: Citizen Comments – none.

Agenda Item #3: Approval of Consent Agenda. Dale Noll made a motion to approve the Consent Agenda. Laura Muchowski seconded. Motion carried.

a. Minutes of June 15, 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 and YTD Circulation Report for Jan 1 – June 30, 2016
d. Director's Report

Old Business:

Agenda Item #4: Discussion and possible action on the Municipal Capital Expenditures. Discussion ensued with it being pointed out that there are basically three different interpretation on how to handle capital expenditures – Village, City, Library. Jennie suggested that a meeting be held between the City (Jeff Kara and the Mayor) and the Village (Tom Calder and the Village Board President) and possibly the Library's attorney. Jeff would like to see a written opinion from the library's attorney. Jennie is suggesting the Library Board come up with a recommendation to present to the City/Village. No action taken.

New Business:

Agenda Item #5: Report from Director on presentation made to the Village and the City. Tabled.

Agenda Items #6: Review Progress of Library Board's Goals. No action taken.

Agenda Items #7: Review Progress of Library Director's Goals. Jennie will work on #4, #5, and #8. No action taken.

Agenda Item #8: Discussion and possible action on the 2017 Pewaukee Public Library Budget. Jennie reviewed the history of minimum funding levels. No action taken.

<u>Agenda Item #9:</u> Goals – Financial #3 (Work with both municipalities to clarify the definition of capital expense as it relates to Library budgeting), Financial #4 (Work with both municipalities to formalize each entity's financial obligation as it pertains to Library capital expenses) and Financial #5 (Work with both municipalities to define the format of the Library's budget submission for capital expenses). No action taken.

<u>Agenda Item #10:</u> Trustee Essential #25 (Liability issues). No action taken.

<u>Agenda Item #11:</u> Adjournment. Dale Noll made a motion to adjourn the meeting at 8:12 PM. Laura Muchowski seconded. Motion carried.

Our next meeting is scheduled for Wednesday, August 24, 2016 at 6:00 PM at the Pewaukee Public Library. ***(Please note, this meeting was rescheduled to one week later and starts one half hour earlier than the normal date/time).***

Respectfully Submitted,

Karen Wildman,
Library Board Secretary