PEWAUKEE PUBLIC LIBRARY BOARD MEETING
BOARD OF TRUSTEES
Wednesday, March 22, 2016 MEETING MINUTES

Agenda Item #1: The meeting of the Pewaukee Public Library Board was called to order at 6:31 PM by Library Board President Lisa Jansen.

Members Present: Lisa Jansen, Leslie Miller, Laura Muchowski, Dale Noll, and Tom Calder.
Also Present: Library Director, Jennie Stoltz and Steve Lied, Operations Manager, Community Warehouse
Citizens present: None
Minutes taken by: Laura Muchowski

Members Excused: Karen Wildman.

Agenda Item # 2: Citizen Comments – none.

Agenda Item #3: Approval of Consent Agenda. Discussion ensured regarding the water heater replacement which was included in the Director's Report. Director Stoltz provided information on quotes for three water heaters. Tom Calder asked Director Stoltz to get a quote for an on demand water heating system. Tom Calder made a motion to have the water heating unit replaced with the cost not to exceed $5000. Dale Noll seconded. Motion carried.

a. Minutes of February 17, 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

Dale Noll made a motion to take agenda item #5 out of order. Tom Calder seconded. Motion carried.

New Business:

Agenda Item #5: Discussion and possible action on the Friends of the Library turning over some of their books to be sold by Community Warehouse/Milwaukee Working. Steve Lied, Operations Manager from Community Warehouse made a presentation about his organization to the Library Board and answered questions. The Library Board asked the Library Director to ask the President of the Friends of the Library if she was available to attend the April board meeting. No action taken.

Old Business:

Agenda Item # 4: Discussion and possible action on the municipal capital expenditures. Tabled.

New Business:

Agenda Item #6: Discussion and possible action on closing the library on Friday, May 13th for Staff Development Day. Tom Calder made a motion to approve closing the library on May 13th for Staff Development Day. Leslie Miller seconded. Motion carried.

Agenda Item #7: 1. 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.

Agenda Item #8: Trustee Essential #23 (Dealing with Challenges to Library Materials or Policies) and #26 (The Public Library System – the Broad Viewpoint). No action taken.

Agenda Item #9: Closed Session - The Library Board will go into closed session pursuant to Wisconsin State Statute 19.85 (1)(c) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically the Library Director. Tom Calder made a motion to go into closed session. Leslie Miller seconded. Roll call vote: Lisa Jansen – aye, Leslie Miller, aye, Dale Noll – aye, Tom Calder – aye, Laura Muchowski – aye. Motion carried. Dale Noll made a motion to adjourn. Leslie Miller seconded. Motion carried.

Agenda Item #9: Adjournment at 8:08 PM.

Our next meeting is scheduled for Wednesday, April 20, 2016 at 6:30 PM at the Pewaukee Public Library.

Respectfully Submitted,

Laura Muchowski,
Library Board Trustee, for Karen Wildman