PEWAUKEE PUBLIC LIBRARY BOARD MEETING
BOARD OF TRUSTEES
Wednesday, February 17, 2016 MEETING MINUTES

Agenda Item #1: The meeting of the Pewaukee Public Library Board was called to order at 6:32 PM by Library Board President Lisa Jansen.

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

Members Excused: None.

Agenda Item # 2: Citizen Comments – none.

Agenda Item #3: Approval of Consent Agenda. Tom Calder moved to approve the Consent Agenda. Laura Muchowski seconded. Motion carried.

a. Minutes of January 20, 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 & Year-end Circulation Statistics Report
d. Director's Report

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

Agenda Item #6: Discussion and possible action on the municipal capital expenditures. Jennie Stoltz explained that according to the Joint Library Agreement the building is owned approximately 80% by the city and 20% by the village but the contents of the library are owned equally, 50% to each municipality. Also, the property that the library is situated on is 100% owned by the Village. There will need to be discussion at the next meeting to see if a proposal can be agreed upon by the Library Board so that a recommendation can be made to both municipalities by the Library Board. No action taken.

Old Business:

Agenda Item # 4: Received and file revised version of the 2016 Director's Goals approved at the January 20, 2016 board meeting. No action taken.

Agenda Item #5: Discussion and possible action on the 2016 Board of Trustees calendar. Dale Noll made a motion to approve the 2016 Board of Trustees calendar. Leslie Miller seconded. Motion carried.

New Business:

<u>Agenda Item #7:</u> Discussion and possible action on the 2015 State Annual Report. Laura Muchowski made a motion to accept and approve the 2015 State Annual Report as presented. Dale Noll seconded. Motion carried.

<u>Agenda Item #8:</u> Discussion and possible action on the Security Key Card Policy. Dale Noll moved to accept the Security Key FOB Policy as presented. Leslie Miller seconded. Motion carried.

<u>Agenda Item #9:</u> Discussion and possible action on the Collection Development Plan. Tabled until the March Meeting.

<u>Agenda Item #10:</u> Discussion about the Public Library system Redesign Project. Jennie Stoltz explained that a committee had been created to evaluate the efficiency of the Library Systems in the state. She has volunteered to be on one of the workgroups (Continuing Education). The project is being run by a consultant (WILS) but is being overseen by the library division of the Department of Public Instruction.

<u>Agenda Item #11:</u> Goals – Advocacy #2 (Strengthen the relationship between the Board of Trustees and the municipalities through the City and Village liaisons). No action taken.

<u>Agenda Item #12:</u> Trustee Essential #4 (Effective Board Meetings & Trustee Participation). No action taken.

<u>Agenda Item #13:</u> Adjournment. Leslie Miller moved to adjourn at 7:50 PM. Dale Noll seconded. Motion carried.

Our next meeting is scheduled for Wednesday, March 16, 2016 at 6:30 PM at the Pewaukee Public Library. *(Note: due to a possible lack of a quorum the next meeting was rescheduled to Tuesday, March 22, 2016 at 6:30 pm).*

Respectfully Submitted,

Karen Wildman,
Library Board Secretary