

**Waunakee Public Library
Library Board Meeting
Library Programming Room
Friday, September 9, 2016 7:45 a.m.**

Agendas may change prior to the commencement of the meeting. Please check the posting board at the entrance to the library.

Members present: Jean Elvekrog, President, Annie Ballweg, Mike Ricker, Cynthia Turner and Brittany Gitzlaff, Interim Director

Members Absent: Kristan Collins, Gary Herzberg, Geoff Vine

Guests: Todd Schmidt

I. Call to order

The meeting was called to order at 7:49 a.m. by Jean.

II. Additions to agenda-none

III. Consent agenda

A. Approval of minutes from August 12, 2016 library board meetings

B. Financial Report

1. Bills submitted – September bills to be approved at October meeting.

2. 220 Fund revenues – Library Fund Report 09.09.2016

3. Budget update – Expenditures to August 2016

The consent agenda was approved on a motion by Annie, second by Mike.
Carried.

4. Monthly Activity Report- In January 2017, the circulation statistics report will include returns. At this time physical circulation only counts issues and renewals. Returns reflect a second handling of an item by staff and more accurately shows circulation volume.

IV. Public Comment –none

V. Interim Director's Report, also circ stats; Tutor.com report

Brittany detailed the return of the fall children/youth programming and the conclusion of the summer programs; Lego Wall activities and gift certificates for the 40 teen volunteers. Physical improvements to the building include security system and door repair plus carpet cleaning in the programming room. The adult programming librarians attended two beneficial workshops on grant writing and age specific programs for senior citizens. Several staff librarians and Brittany are planning to attend WLA Conference in October.

VI. State of the current library facility

Move to use the 220 fund to replace 48 chairs in the programming room and 6 chairs in the children's area. The total cost is \$5,152.26, vendor Embury, Ltd. Motion by Cindy, second by Annie. Carried.

VII. Old Business

A. Alloy property update: Todd Schmidt

Ayres Engineers completed the on-site evaluation in August 2016. Todd expects the clean-up cost lab results in October. The next steps include EPA negotiations and grant application for brown field clean-up with WEDC. Currently there is a long queue of applicants requesting grant

funding and a diminishing State budget. Further architectural engineering and capital campaign fund raising are dependent upon progress in these areas.

B. Core Building Committee Report: Geoff – No report. There is a meeting on 09.12.2016.

C. Capital Campaign Committee Report: Annie – No report. Jean and Annie have an upcoming meeting scheduled with the campaign chairpersons.

D. Marketing Committee Report: Mike – No report.

E. Progress on 2017 Budget and organization chart – No report.

VIII. New Business

A. Search Committee Report: Jean

The search committee narrowed the twenty-five applicants to seven. The first round of interviews takes place on Monday, September 19, 2016. A second round of interviews follows at a later date. A day for the final candidates to make a presentation with library staff, WPL Trustees and Village of Waunakee department heads invited is being planned. Todd Schmidt plans to meet candidates individually as he tours them through Waunakee.

B. WLA Conference: Oct. 25-28 in Milwaukee- WPL Trustees are invited to view the conference agenda online with the possibility of attending the conference.

IX. Adjourn The meeting was adjourned at 8:45 a.m. on a motion by Mike, second by Cindy. Carried.

Next Library Board meeting: October 14, 2016 at 7:45 a.m.--programming room

Respectfully submitted, Cynthia S. Turner, Trustee and Secretary

Notice is hereby given that the Village Board may attend this meeting. No action will be taken by the Village Board at this meeting.

Any person who has a qualifying disability as defined by the Americans With Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or form should contact the municipal clerk at (608) 850-8500, 500 West Main Street, Waunakee, Wisconsin.