**Waunakee Public Library Board**

**Minutes of May 13, 2016 – 7:45 a.m.**

**Library Programming Room**

**Members present:** Jean Elvekrog, Mike Ricker, Geoff Vine, Annie Ballweg Cindy Turner, Susan Hedrick (director)

**Members not present:**, Kristan Collins, Gary Herzberg

**Call to order:** Jean Elvekrog, president, called the meeting to order at 7:47 AM.

**Consent Agenda**

**Approval of minutes:** Minutes of the April 8, 2016 Library Board Meeting

**Financial Report:**  Bills submitted, 220 fund revenues, budget update

**Cindy moved and Annie seconded a motion to accept the Consent Agenda items. Carried.**

**Public comment:** No visitors from the public were in attendance the meeting.

**Director’s report:** Susan noted that there had been a drop in TUTOR.Com sessions in April. She will monitor to ensure this is not a trend.

The Depression era topics were well received by the community.

STEM Day, held at Tormach, was very successful with more than 600 attendees from the community.

**Old Business**

**Core Building Committee update:** The EPA situation was discussed. Library visits for the Building Committee members and others involved in the new library project have been scheduled at the Hartford Public Library and the Oak Creek Public Library. A meeting has been scheduled for OPN to present the next step in the conceptual design to the Building Committee.

**Capital campaign update:** Interviews are complete. Annie remarked that questions about collaboration among Village service providers were asked at multiple sessions. Given the good communication between the Library Board and other Village departments, Annie recommended that this topic be addressed proactively with the community. The final report will be presented on June 2. Jean asked that all Board members bring their suggestions for interested citizens to help on the Building Committee and the Capital Campaign Committee which will be formed for the next phase of the building project.

**Marketing Plan:** The Marketing Committee will not be meeting for the next few weeks while other activities have members busy.

**New Business**

**Next steps for Makerspace:** Susan said that a schedule of activities is being prepared which are planned for the remainder of 2016.

**Suggestions for other volunteer recognition:** Jean advised the Board of the dedicated service performed by Denise Vine in support of the Feasibility Study.

**Mike moved and Annie seconded a motion to send approve up to $100 for flowers to send to Denise in thanks for her help to be paid from 220 Funds. Carried.**

**Plans for Waunafest:** The Library will have the opportunity to staff a booth to be used to inform the public on progress with the New Library at both the Waunafest and Waunaboom festivals.

**2015 Annual Report:** Jean encouraged Board members to distribute copies of the 2015 Annual Report at area businesses.

**Library Board Elections:** Election of officers for the Library Board will be held in June at the regularly scheduled meeting.

**Motion made by Jean and seconded by Mike to go into closed session to discuss personnel matters. Carried.**

CLOSED SESSION

**Motion made by Jean and seconded by Mike to return to open session. Carried.**

**Adjourn:** At 9:40 AM Geoff moved and Kristan seconded a motion that the meeting be adjourned. Carried.

**Next meeting:**

Regularly scheduled meeting of the Library Board: Friday, June 10, 2016. 7:45 AM

**Respectfully submitted,** Mike Ricker, Trustee and Secretary