# Waunakee Public Library

**Library Board Meeting**

# Library Programming Room

**Friday, December 2, 2016 7:45 AM**

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

**Roll Call: Present:** Annie Ballweg, Jean Elvekrog, Mike Ricker, Cindy Turner, Geoff Vine, Erick Plumb, Director.

**Absent:** Kristan Collins andGary Herzberg

**Guest:** Todd Schmidt

1. **Call to order**: Jean called the meeting to order at 7:50 a.m.
2. **Roll call and introduction of guests**
3. **Additions to agenda**
4. **Consent agenda**

A. Approval of minutes from November 11, 2016 meeting- approved as amended on a motion by Annie, second by Mike, Carried.

B. Approval of monthly expenditures- not available

C. Financial Reports- not available

D. Forever Fund report- not available

**V. Public Comment:** no comment

**VI.** **Director's Report:** Erick noted meetings with Sue McDade, Village Center, and Julie Hyland of Dane County Music & Memory program with a focus on collaborative programming. 2017 Director strategies include weeding the collection, updating the website, making interior changes in the present building to open spaces and make it look more welcoming, policy manual review, individual staff member meetings and bi-monthly staff meetings. The full Director’s report was distributed.

1. Discussion of library policy review for next year. A preliminary plan for monthly policy review was included.

**VII. Old Business**

A. Alloy property update: Todd Schmidt: There were no solid new developments to report. The status of the EPA negotiations, the Idle Sites Grant, ownership of the Alloy property through tax deed are all progressing, but not final. Todd and the Board discussed the presentation to the Village Board on December 5, 2016.

B. Core Building Committee Report: Geoff Vine – After the Library Board meeting the Building Committee of Erick, Geoff, Jean and Mike fine-tuned the Power Point presentation for the Village Board meeting.

C. Capital Campaign Committee Report: Annie Ballweg – The total donations to date are at $11,000.

D. Marketing Committee Report: Mike Ricker – no report

**VIII. New Business**

1. Approve Gifts & Donations Policy. Passed with amendments on a motion by Mike and second by Geoff. Erick will draft the amendment which separates a general library donation account from the recently established 426-48540070 new library donation account.
2. Discussion of 2017 goals for Library Director. The goal document which was a combination of Board and Director goals was discussed. Erick will draft the minor wording revisions. The goals were passed as amended on a motion by Cindy, second by Annie. Erick will schedule meetings with Cindy and Geoff to help simplify and update the Strategic Plan.

**IX. Adjourn**: Jean moved to adjourn the meeting at 8:58 a.m. Mike seconded. Carried.

**Next Library Board meeting:** Friday, Jan. 13, 2017 at 7:45 AM---programming room

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

**Respectfully submitted:** Cynthia S. Turner, Trustee and Secretary

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.