**Waunakee Public Library Board**

**Minutes of February 12, 2016 – 7:45 a.m.**

**Library Programming Room**

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

**Members not present:** Gary Herzberg

**Call to order:** Jean Elvekrog, president, called the meeting to order at 7:45 AM.

**Consent Agenda**

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

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

**Cindy moved and Geoff 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 elaborated on her written report. The Lions Club has booked the programming room for a meeting. This is not usually done because the room is so busy. This exception was made to work on any process or issues that might arise in preparation for the new library where this type of room booking could become routine.

The Library is hosting a celebration of the 1000 Books Before Kindergarten program. Also, the Library is hosting the South Central Library System (SCLS) mobile makerspace lab.

Susan described some recent programs and discussed circulation trends.

**Old Business**

**Building committee update:** Geoff updated the Board on progress of both the Building Committee and the Fundraising Committee. Susan described progress by the Village in acquiring the Alloy site. On February 17, the Building Committee, some staff, and OPN (the architecture firm engaged to do the new library preliminary design) will meet at the Village Center to plan programming at the new library.

**Capital campaign update:** Annie said that the list of interview invitations is complete and calls are being made to schedule the interviews. The mailing brochure was reviewed. Annie expressed her special thanks to Julie Fix who took some exceptional pictures that were included in that brochure.

**Marketing Plan:** Mike reported on progress by the marketing committee. Roberta Baumann and Jennifer Carley have joined Mike Ricker, Kristan Collins, and Cindy Jensen. Mike will set up a meeting schedule to 1) write a communication plan, 2) write communication items and answers to frequently asked questions.

**New Business**

**Report on Strategic Plan Goal #2:** Goal 2 is “Build partnerships that expand the Library’s capacity to make a positive difference in people’s lives”. Susan reported that Library is increasing work with day cares. Productive work has been done with WNC. Work with schools continues. Activities with other parts of Village Government are working well.

**Annual Report:** The Board reviewed and approved the Library Annual Report with some minor corrections.

**Adjourn:** At 8:43 AM Mike moved and Annie seconded a motion that the meeting be adjourned. Carried.

**Next meeting:**

Regularly scheduled meeting of the Library Board: Friday, March 11, 2016. 7:45 AM

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