

West Bend Community Memorial Library
630 Poplar Street, West Bend, WI 53095
262-335-5151
www.west-bendlibrary.org

Library Board Minutes
Tuesday, December 1, 2009

The meeting of the West Bend Community Memorial Library Board was called to order by Board President Barbara Deters at 6:37 PM. Members present: P. Geidel, K. Engelbrecht, J. Fowler, D. Rakowski, R. Lindbeck, T. Neitzke (new representative of the school district) J. Aynesworth. Also present: M. Tyree.

Correspondence: None

DIRECTOR'S REPORT:

Library is receiving Robert B. Downs Intellectual Freedom Award to be presented in Boston in mid January 2010. Michael is attending. B. Deters and Kristin Pekoll hope to attend.

Minutes of the 11/3/09 meeting: Motion to approve by P. Geidel, seconded by J. Fowler. Minutes were approved.

FINANCIAL SECRETARY REPORT:

Motion to approve by R. Lindbeck, seconded by D. Rakowski.

Check from AAUW for portion of used book sale proceeds given to Library Board in the amount of \$237.00. Library Revenues and Expenditures YTD reviewed.

Approval of Library Expenditures for November 2009: Motion to approve by J. Fowler, seconded by P. Geidel. Motion carried.

OLD BUSINESS:

- A. Building Update: Elevator repair taking place tomorrow.
- B. MWFLS Update: Recent meeting – 1 item agenda – agreed to continue to meet every other month.
- C. SEG – Roof Update: Meeting scheduled 12/3/09 with City Attorney and JT Roofing.
- D. Concrete Replacement Update - Revised Duquaine Company Bill: Duquaine requesting additional payment of \$6,768.75, since initial bid was based on MRW's measurement of 3,379 square feet, when actual square footage was 4,462. RFQ was published based on MRW's estimated square footage. Motion made by D. Rakowski to present request to Duquaine to pay half of the requested additional amount. Michael will pay the original invoice dated 11/17/09 of \$19,904 and await word from Duquaine re: request, while they finish the project as specified in the RFQ. Motion seconded by J. Aynesworth. Motion carried.
- E. 2010 Budget Update: No questions asked during recent public hearing. Budget is set.

NEW BUSINESS:

- A. 2010 Riverwalk Art Fair: Gail Bonlender requests that event be held in library's north parking lot during Germanfest – August, 2010. Motion by R. Lindbeck, seconded by D. Rakowski.
- B. WLA Annual Conference – Reimbursements: B. Deters, N. Bauer, N. Chase, and M. Reilly-Kliss stayed at the Radisson Hotel in Appleton. Request for Reimbursement (expenses incurred at WLA Annual conference) – Motion to reimburse B. Deters for \$145.22, N. Bauer for \$55.45, M. Reilly-Kliss for \$122.11, and N. Chase for \$193.50 with the use of library board funds made by D. Rakowski, seconded by J. Aynesworth. Motion carried. Discussion followed re: January meeting in Boston and how to cover expenses.
- C. MWFLS Trustee Dinner: Request to reimburse (using library board funds) to P. Geidel for mileage - \$40.70, and D. Rakowski for dinner at \$15.00. Motion made by J. Aynesworth, seconded by R. Lindbeck. Motion carried.
- D. Motion to adjourn to closed session pursuant to WI Statutes 19.85(10)© considering employment, promotion, compensation, or performance evaluation data (Library Director) at 7:50pm by B. Deters, seconded by J. Aynesworth. Motion carried.

Motion to come out of closed session at 8:50pm by R. Lindbeck, seconded by J. Aynesworth. Motion carried.
Future agenda items: cell phone policy, book budget deficit, Boston reimbursement, adding future board agendas to library website.

Next meeting: 1/5/10 at 7pm. Meeting adjourned at 8:52pm.

Respectfully Submitted,
K. Engelbrecht, Board Secretary