

WEST BEND COMMUNITY MEMORIAL LIBRARY BOARD MEETING

Tuesday, June 16, 2015

Members Present: Deb Bartnikowski, Chris Jenkins, Karen Wachholz, ,

Doug Rakowski, Joanne Kline, JC Callen, Al Jung

Members Absent, Excused: Ralph Schlass

Members Absent, Unexcused: Kandee Payne

(Minutes submitted by Karen Wachholz, Secretary)

1. Call to Order: 6:30 PM, Deb Bartnikowski

2. Approval of the Agenda: Motion to approve by Doug, 2nd by Chris, the motion passed unanimously.

3. Consent Agenda:

A. Minutes of May 19, 2015 meeting.

B. Approval of Library Expenditures for may 2015.

A motion was made by Joanne and 2nd by Doug to approve the Minutes of May 19, 2015 and the May 2015 library expenditures. The motion passed unanimously.

4. Financial Reports and Fund Balance Updates: Doug Rakowski (see handout)

Doug reported that the board committed \$390,000 from Fund 121, Library Trust, non taxpayer funds towards Phase 1 of Patron's Park. The cost of Phase 1 came in below that and there is a balance of \$69,000 that is owed to the project. The current, 2014 Fund Balance is \$43,982.88. Doug made a motion that we take \$26,000 from the building fund and add it to the \$43,982.88 to complete our committed payment for the park.. A discussion followed and how we will disperse the \$69,000 was tabled until the next meeting.

Doug suggested that we designate funds from Fund 128, Outreach. A discussion followed and possible Outreach item expenditures will be presented at a future meeting.

5. Public Comments: None

6. Library Director's Report: Amy Becker (see sheet from packet)

7. Library Board President's Report: Deb Bartnikowski

Joan will be making an announcement and giving an update on the fund raising for Patrons Park at the end of July.

8. Old Business

A. MWFLS Update: Doug

MWFLS finance committee has met and will have a balanced budget for 2016 for 2 county system.

B. Patrons Park update: Amy Becker

1. Sprinkler system is installed and Amy and Brad will be trained on its operation.

2. Delta Defense has taken over maintenance of the park. A sign has been ordered to acknowledge their support of the park maintenance.

3. Two security cameras have been installed and 2 more will go up once they arrive.

4. One of the "Frog" sculptures is in place; we are waiting for the other two frog sculptures.

5. The West Bend Lioness will be taking care of the children's learning garden. They have already

held a program and have planted a butterfly garden with the kids.

C. East Bay Window Repair: Amy Becker

Higher Ground Roofing came in with the low bid of \$4980 for the repair. A discussion followed on What fund to take the monies out of to pay for the repair. A motion was made by Chris Jenkins, 2nd by JC Callen to spend the \$4980.00 for the repair once it is determined what fund to take the monies out of. The motion passed unanimously. Doug, Deb and Amy will review this and proceed with the repair work contract.

D. Library Redesign Project: Amy Becker

Amy met with Vanessa Estep & Jordan Wolf from PH Design. It may be possible to double the size of children's play area and increase the size of the teen area. Vanessa will give a presentation to the library staff to get their input and present it to the library board when complete. Joanne would like the proposal for the redesign to also include sustainable and recyclable options.

9. New Business

A. 2016 Library Operating Budget: Amy Becker (see handout from packet)

The budget is balanced and based on last year's figures. Doug would like to see some strategic planning goals listed under the goals for 2016. An updated budget will be presented at the July meeting for approval.

B. Library Board Bylaws Review: Deb Bartnikowski

Deb would like to amend the meeting attendance policy as listed in Article II, Section 2 of the bylaws. A discussion followed and it was recommended that 3 or more absences without given notice during a calendar year may result in a request to the West Bend Common Council to have an individual removed from the library board. Deb will write up a proposed by-law change for discussion and possible vote at the July meeting. See Article IX, General Section 3 of the Trustee Handbook.

C. Yearly Calendar Review

2016 Operating Budget

10. Next meeting Date: Tuesday, July 21, 2015

11. Assigned Task Review

A. Deb, Doug, Amy, East Bay window and roof repair, what fund to take the monies from for the repair.

B. Deb, wording for the attendance amendment to the bylaws.

12. Meeting was adjourned at 7:38 PM, Tuesday, June 16, 2015