

WEST BEND COMMUNITY MEMORIAL LIBRARY BOARD MEETING

Tuesday, October 20, 2015

Members Present: Deb Bartnikowski, Karen Wachholz,
Doug Rakowski, Joanne Kline, JC Callen, Al Jung, Jim Knepler, Tim Harder
Members Absent, Chris Jenkins

(Minutes submitted by Karen Wachholz, Secretary)

1. Call to Order: 6:29 PM, Deb Bartnikowski

2. Approval of the Agenda: A motion was made to approve the agenda, 1st by Doug Rakowski, 2nd by Al Jung, the motion passed unanimously.

3. Closed Session: Evaluation of Rudnitzki and Associates. A motion was made to move into closed session, 1st by Doug, 2nd by Al, the motion passed unanimously and the meeting was moved into closed session. Motion was made to move into open session, 1st by Joanne, 2nd by Al, the motion passed and the meeting was moved into open session.

4. Consent Agenda: A motion was made, 1st by Doug, 2nd by JC to approve the minutes of the September 2015 meeting and the Library Expenditures for September 2015. The motion passed unanimously.

5. Financial Reports and Fund Balance Update: Doug Rakowski (see hand out)

The Money market account is currently also being used as the "clearing house" for donated monies and monies raised from events such as Mystery Night at the Library. Doug would like to add to the agenda for November what the cost of the 3D printer will be after the totals come in from the Mystery Night fundraiser and are deducted from that cost, what would be the balance due to purchase the printed if the Mystery Night did not reach the total cost goal for this purchase.

6. Public Comments: None

7. Library Directors Report: Amy Becker (see sheet in packet)

A. Mystery Night had 42 people in attendance. Waiting on the final invoices before reporting the profits versus expenditures.

B. Received a check/donation from the AAUW book sale of \$188.00

C. Wis. Public Library Service Trends, (see additional email from Amy)

Check outs are down but eBooks are up. 90% of the libraries have eBook capabilities.

The State does not track eBooks as part of circulation but we are.

D. Public internet station use is down but use of WiFi is up. Meeting room and program use is up.

8. President's Report: Deb Bartnikowski

No report

9. Old Business

A. MWFLS: Doug Rakowski

1. A committee was formed to look for a new interim director.
2. A committee was formed to look at what to do with the building and the land, where would the staff and the servers go.
3. Three, web based meetings were held to discuss possible systems to merge with: Arrowhead, Eastern Shores, Lakeshores and South Central.
4. Questionnaires and minutes of the meetings are available on the MWFLS website.

B. Library Redesign Project Update: Amy Becker

The design firm is waiting on 2 more quotes and Amy will send out the information to the board once all the information is in.

10. New Business

A. Review of the budget process and Library Director's Evaluation.

A motion was made, 1st by Doug and 2nd by AI to move into closed session. The motion passed unanimously and the meeting moved into closed session.

A motion was made, 1st by Doug and 2nd by AI to move back to open session, the motion passed unanimously and the meeting moved back into open session.

B. Yearly Calendar Review

Budget and the Library Director's evaluation

11. Next meeting date is Tuesday November 17, 2015

12. Assigned Task Review Amy Becker

Planned Giving Program

What funds will be needed to complete the purchase of the 3D printer after the final numbers come in from Mystery Night event.

Trends in the library usage by patrons.

13. The meeting was adjourned at 7:59 PM, Tuesday, October 20, 2015.