

**PEWAUKEE PUBLIC LIBRARY BOARD MEETING
BOARD OF TRUSTEES**

Wednesday, October 21, 2009 MEETING MINUTES

The meeting of the Pewaukee Public Library Board was called to order at 6:30 PM by Dawn Jones.

Members Present: President Dawn Jones, Laura Muchowski, Sally Ruf, Tom Calder, Dale Noll, Dennis Sampson, and Lisa Jansen

Also Present: Library Director Jennie Stoltz, Kelly Schieber, Beth Savagian, and Nancy Stanwood

Minutes taken by: Shari Testa

Members Absent: None.

Agenda Item # 2: Citizen Comments – None.

Agenda Item #3: Approval of Consent Agenda. Sally Ruf moved to approve the Consent Agenda. Dennis Sampson seconded. Motion carried.

- a. Approval of Minutes of August 19, 2009
- b. Financial Reports
 1. Year-to-date Financial Report
 2. Current Accounts Payable & Accounts Receivable
 3. Treasurer's Report
- c. Library Monthly Statistics Report and Resident/Non-resident Circulation Report
- d. Director's Report

Old Business:

None.

New Business:

Agenda Item # 4: Presentations on the Summer Library Program from Beth Savagian, Adult Services Supervisor and Kelly Schieber, YA & Reference Librarian (she filled in for Jenny Wegener - Children's & YA Services Supervisor, who went home sick).

Agenda Item # 5: Discussion and possible action on 2010 Calendar of Holiday Closings. Dennis Sampson made a motion to approve the 2010 Calendar of Holidays Closings with the Board revisions and requested that proration of holiday pay be considered. Dale Noll seconded. Motion carried.

Agenda Item # 6: Review progress of the DVD Rental Collection. The Board as a whole was pleased with the DVD Rental Collection and suggested that the Director look into additional funding to further the collection. No Action Taken.

Agenda Item # 7: Discussion on the 6-month Director Evaluation and upward evaluations. Clarifications were made as followed:

- The Director Evaluation (including upward evaluation) would be evaluated annually in January.
- On the Director Evaluation form – if a “1” or “5” is checked, then comments are required.
- Director’s goals would be reviewed biannually in January (conjunction with evaluation) and in August.
- Board requested sample of upward evaluations at the next board meeting.

No Action Taken.

Agenda Item # 8: Discussion and action on expenditure from Restricted Gift Account. Sally Ruf made a motion to approve the purchase of Children’s story time materials (\$400) and additional DVD rentals in which the total expenditure does not exceed \$629.49. Dale Noll seconded. Motion carried.

Agenda Item # 9: Adjournment – Dale Noll moved to adjourn at 7:45 PM. Lisa Jansen seconded. Motion carried.

Our next meeting is scheduled for Wednesday, October 21, 2009 at 6:30 PM at the Pewaukee Public Library.

Respectfully Submitted,

Laura Muchowski
Library Board Secretary

APPROVED: October 21, 2009