

**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, Dennis Sampson, and Lisa Jansen

Also Present: Library Director Jennie Stoltz

Minutes taken by: Shari Testa

Members Absent: Dale Noll.

Agenda Item # 2: Citizen Comments – None.

Agenda Item #3: Approval of Consent Agenda. Sally Ruf made a motion to approve the Consent Agenda. Lisa Jansen seconded. Motion carried.

- a. Approval of Minutes of September 16, 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, Circulation by Item Category, and Resident/Non-resident Circulation Report
- d. Director's Report

Old Business:

Agenda Item # 4: Discussion and possible action on 2010 budget. Dennis Sampson made a motion to approve the revisions on the 2010 budget (dated October 21, 2009) including the municipality contributions.

Agenda Item # 5: Discussion and possible action on the upward evaluations of the director. Sally Ruf and Laura Muchowski will generate an upward evaluation regarding the director based off the two examples provided and will present the form at the November board meeting. No Action Taken.

New Business:

Agenda Item # 6: Discussion and possible action on the 2010 Board of Trustees Meeting Schedule. Tom Calder made a motion to approve the meeting schedule with the April meeting date revised to April 14, 2010. Sally Ruf seconded. Motion carried.

Agenda Item # 7: Discussion and possible action on the Long Range Plan. Revisit plan in March 2010. No Action Taken.

Agenda Item # 8: Discussion and possible action on the Visaya Room tables. Tom Calder made a motion to approve advertisement of the tables on Wispublib list serv with sale price agreed upon by staff. Sally Ruf seconded. Motion carried.

Agenda Item # 9: Discussion and possible action on the Replacement Costs for Lost and Damaged Materials Policy –Tabled.

Agenda Item # 10: Discussion and possible action on the library job descriptions: Children's Assistant II, Librarian (revised), and Reference Associate (revised). Sally Ruf made a motion to approve all three job descriptions. Dennis Sampson seconded. Motion carried.

Agenda Item # 11: Adjournment – Lisa Jansen moved to adjourn at 8:15 PM. Laura Muchowski seconded. Motion carried.

Our next meeting is scheduled for Wednesday, November 18, 2009 at 6:30 PM at the Pewaukee Public Library.

Respectfully Submitted,

Laura Muchowski
Library Board Secretary

APPROVED: November 18, 2009