

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

Wednesday, January 20, 2010 MEETING MINUTES

The meeting of the Pewaukee Public Library Board was called to order at 5:30 PM by Dawn Jones.

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

Also Present: Library Director Jennie Stoltz

Citizens present: None

Minutes taken by: Shari Testa

Members Absent: None

Agenda Item # 2: Citizen Comments – none.

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

- a. Approval of Minutes of December 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 the Resolution 2010-01 (Salary Resolution correction). Dennis Sampson made a motion to approve the Resolution corrections. Sally Ruf seconded. Motion carried.

Agenda Item # 5: Discussion and possible action on the Director's Evaluation. Evaluation form and job description passed out. Dawn Jones asked for the evaluation form to be completed and returned to her by Friday, January 29th, 2010.

New Business:

Agenda Item # 6: Review Trustees Essential 6: Evaluating the Director. No action taken.

Agenda Item # 7: Review Goals: Financial3, Advocacy1 and Administrative4. No action taken.

Agenda Item # 8: Discussion and possible action on the 2010 Director's Goals. Dennis Sampson made a motion to approve the 2010 Director's Goals. Dale Noll seconded. Motion carried.

Agenda Item # 9: Discussion and possible action on the Internet Policy change. Dennis Sampson suggested to submit a transition plan and the education component (brochure or bookmark on the new policy and the patron's options) when the policy revision is submitted for approval. No action taken.

Agenda Item # 10: Discussion on the outline of the Gift Policy. Dennis Sampson and Lisa Jansen will review outline and provide feedback to the Library Director. No Action taken.

Agenda Item # 11: Received and filed 2010 Organizational Chart.

Agenda Item # 12: Discussion on Advisory Groups. The Library Director will investigate with other libraries regarding Building and Grounds Advisory Groups. If the director receives positive feedback, the director will generate a job description and sign up form.

Agenda Item # 13: Adjournment – Sally Ruf moved to adjourn at 7:20PM. Lisa Jansen seconded. Motion carried.

Our next meeting is scheduled for Wednesday, February 17, 2010 at 6:30 PM at the Pewaukee Public Library.

Respectfully Submitted,

Laura Muchowski
Library Board Secretary

APPROVED: February 17, 2010