

**PEWAUKEE PUBLIC LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
Wednesday, April 18, 2018 - 6:30 PM**

Agenda Item # 1:

The meeting of the Pewaukee Public Library Board was called to order at 6:40 PM by Library Board President Dale Noll.

Members Present: Heather Gergen, Leslie Miller, Laura Muchowski & Dale Noll

Member Excused: Karen Wildman, Lisa Jansen, Jeff Kara

Also Present: Library Director, Jennie Stoltz; Connie Meyer, Bridges Library System Director
Citizens present: None
Minutes taken by: Leslie Miller

Agenda Item # 2: Citizen Comments – none.

Agenda Item #3: Approval of Consent Agenda. Laura Muchowski moved to approve the Consent Agenda. Heather Gergen seconded.

- a. Minutes March 21, 2018 meeting
- b. Financial Reports: Year-to-date Financial Report, Current Accounts Payable & Accounts Receivable and Treasurer's Report
- c. Library Monthly Statistics Report
- d. Director's Report

After a brief discussion, the motion to approve the Consent Agenda, with an approved amendment to the minutes, carried unanimously.

New Business:

A motion was made by Leslie Miller and seconded by Dale Noll to take Agenda Item #6 out of order to allow Connie Meyer to present earlier in the meeting. The motion passed unanimously.

Agenda Item #6: Report and Q & A opportunity with Bridges Library System Director Connie Meyer.

Director Meyer gave an update on the state-wide Public Library System Re-design Project which has delivered its first completed draft of the study after two years of work. A comment period for the draft is currently open before the next phase which includes a lengthy review by the PLSR Steering Committee. Meyer also reported that many of the suggestions included in the study could be of benefit and there was a need to update the original document. However, she also noted that the Bridges System specifically could be used as a benchmark of success by other Public Library Systems.

After this update, President Noll, opened the floor to other questions for Connie Meyer. President Noll, asked Connie Meyer if she knew if an option existed for a Joint Library to change Fiscal Agents while the Joint Library

Agreement is still in place. Noll further explained that the current Fiscal Agent fees have been discussed many times by the Board and emphasized that this is not a statement that the Board would take any steps to make such a change, but was asking for Connie Meyer's opinion and/or guidance. Meyer confirmed that all Joint Library Agreements must specify a fiscal agent and felt it was important to build a solid relationship with the Fiscal Agent that is transparent and built on trust. Heather Gergen expressed concern that objections to the current fiscal agent have not been voiced to her as she is on the Library Board as a representative of the Pewaukee Village Board and the Village of Pewaukee is currently filling the Fiscal Agent role. Noll mentioned the current fiscal agent costs have been discussed during every budget discussion as they have increased significantly and are higher than other Joint Libraries. He mentioned the Board needs to be good stewards of the taxpayer's money that support the Library. Director Meyer suggested the Fiscal Agent Fee should be added to the Agenda of a future Board of Trustees meeting. All agreed.

No action needed

Old Business:

Agenda Item # 4 Discussion and possible action on the following policies: Meeting Room. **Tabled.**

Agenda Item #5 Discussion and possible action about Property, Liability, and Workers Compensation Insurance. **Tabled.**

NEW BUSINESS:

(Note that Agenda #6 was taken out of order)

Agenda Item #7 Goals – Administrative #1: Provide Direction and guidance to the Library Director (a) Perform an annual performance evaluation of the Library Director; (b) Conduct bi-annual review of Director's current goals and objectives; (c) Develop goals and objectives for the Director's management of the Library and the staff. No action needed

Agenda Item #8 Trustee Essentials – #17 Membership in the Public Library System and #26 The Public Library System Board – the Broad Viewpoint. No action needed

Agenda Item #9 Closed Session - The Library Board will go into closed session pursuant to Wisconsin State Statute 19.85 (1)(c) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically the Library Director.

Heather Gergen made a motion to go into Closed Session. Laura Muchowski seconded. The motion carried unanimously and a Roll Call was taken with Heather Gergen, Leslie Miller, Laura Muchowski & Dale Noll all present.

Agenda Item #10 ADJOURNMENT

Laura Muchowski made a motion to Adjourn
Heather Gergen seconded. Motion carried.

Meeting adjourned at 8:20 pm

NEXT MEETING SCHEDULED: May 16, 2018

LOCATION: Visaya Room, Pewaukee Public Library, 210 Main Street, Pewaukee, WI