

PEWAUKEE PUBLIC LIBRARY BOARD OF TRUSTEES
MEETING MINUTES
Wednesday, August 15, 2018 - 6:30 PM

Agenda Item #1:

The meeting of the Pewaukee Public Library Board was called to order at 6:34 PM by Library Board President, Dale Noll.

Members Present: Jeff Kara, Heather Gergen, Laura Muchowski, Dale Noll

Members Excused: Lisa Jansen, Leslie Miller, and Karen Wildman

Also Present: Library Director, Jennie Stoltz

Citizens present: Mike Paquette, James Vetro, Casimir Laska, all three members of the Astronomy Club.

Minutes taken by: Laura Muchowski

Agenda Item # 2: Citizen Comments – none.

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

- a) Minutes of July 18, 2018 meeting
- b) Financial Reports: Year-to-date Financial Report, Budget Comparison Report (Village), Current Accounts Payable & Accounts Receivable and Treasurer's Report
- c) Library Monthly Statistics Report
- d) Director's Report

Dale made a note of the Budget Comparison Report (Village) the bottom line figures don't match. Jennie stated the report doesn't reflect the latest numbers. The report is new to the Library Board packet.

Motion carried. Heather Gergen abstained from the meeting minutes as she was excused from the July meeting.

Old Business:

Motion to take agenda item #7 out of order: Heather Gergen made a motion to take agenda item #7 out of order. Jeff Kara seconded. Motion carried.

Agenda Item #7: Discussion on 2019 on the Observatory Policy

Mike Paquette spoke of the agreement of the Harken Observatory. He gave kudos to the library for having the observatory in the Pewaukee Public Library. He said the purpose for their attendance at the meeting was to go over the use of the facility and its operation as well as to look at the Observatory Policy. No action taken.

Agenda Item #4: Discussion and possible action on the 2019 Pewaukee Public Library Budget
Jennie stated she was estimating a 10% increase in health insurance. The overall increase to the budget is 2.58%. At this time that is a \$20,000 increase to the City and \$6,700 increase to the Village. Heather Gergen mentioned the village would like to see some bids from contractors for landscaping and snow removal. Jeff Kara moved to approve the budget. Heather Gergen seconded. Motion carried.

Agenda Item #5: Update, discussion, and possible action on the Public Library System Redesign. Director Stoltz stated she will attend a meeting regarding the Public System Redesign. No action taken.

Agenda Item #6: Discussion and possible action on the Q&A with Village Administrator Scott Gosse about the Village's fiscal agency. The library director and the village administration feel the Q&A helped to improve the communication between the village and the library. No action taken.

New Business:

Agenda Item #8: Discussion and possible action on the Statement of Values for the Village of Pewaukee.

Jennie will find out what the content covers, what is the impact on the cost, is it a cash value?

Agenda Item #9: Discussion and possible action on reimbursement for conference 'Library Shark Tank & Hive Mind'. Jennie is looking for reimbursement for a portion of her expenses if she attends this conference. Jeff moved that the library board approve \$500 for Jennie to offset the cost of the conference. Laura seconded. Motion passed with 3 in favor and Heather Gergen against.

Agenda Item #10: Discussion and possible action on Capital Expenditures projection through 2025 (First Draft).

Jennie handed out a draft of the possible capital expenditures to be reviewed before the next meeting.

No action taken.

Agenda Item # 11: Discussion and possible action on Library closure on Friday, September 28th for Staff Development Day and the Library Foundation's 'Evening with the Author'. It was mentioned that this date was the same date as Pewaukee Homecoming. Jeff Kara moved to close the library on September 28th for Staff Development Day. Dale Noll seconded. Motion passed with 3 in favor and Heather Gergen against.

Agenda Item #12: Goals Governance #3 (Achieve a full and complete understanding of the Joint Library Agreement that the Board of Trustees can work closely with the municipalities on reviewing the governance portion of the Joint Library Agreement.)

Agenda Item #13: Trustee Essentials – #20 The Library Board and Building Accessibility and #21 The Library Board and Accessible Services

Agenda Item #14 ADJOURNMENT

Heather Gergen moved to Adjourn. Jeff Kara seconded. Motion carried unanimously. Meeting adjourned at 8:10 pm

NEXT MEETING SCHEDULED: September 19, 2018 at 6:30 pm

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

Approved October 17th, 2018 (Lisa Jansen, Leslie Miller, and Karen Wildman abstained.)