

**PEWAUKEE PUBLIC LIBRARY BOARD OF TRUSTEES**  
**MEETING MINUTES**  
**Wednesday, September 19, 2018 - 6:30 PM**

**Agenda Item # 1:**

The meeting of the Pewaukee Public Library Board was called to order at 6:31 PM by Library Board President Dale Noll.

**Members Present:** Lisa Jansen, Jeff Kara, Leslie Miller, Laura Muchowski, Dale Noll and Karen Wildman

**Member Excused:** Heather Gergen

Also Present: Library Director, Jennie Stoltz; Library Attorney Jim Dunlap  
Citizens present: None  
Minutes taken by: Leslie Miller

**Agenda Item # 2:** Citizen Comments – none.

**Agenda Item #3:** Approval of Consent Agenda. Jeff Kara moved to approve the Consent Agenda. Laura Muchowski seconded.

- a. Minutes August 15, 2018 meeting—Karen Wildman, Leslie Miller & Lisa Jansen were not present at the August 15 meeting so were unable to approve the minutes
- 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

The motion was amended to not include the August minutes which will be back on the Agenda for approval in October due to the lack of a quorum of those present from the August meeting. The amended motion carried unanimously.

**Old Business:**

**Agenda Item #4:** Discussion and possible action on the 2019 Pewaukee Public Library Budget

Director Stoltz has not received the final health insurance costs so no action is needed at this time. Jennie did advise the Board that there has been a shift in equalized value between the Village and City of Pewaukee that may result in other changes. Jennie also reported that she had been advised by the Village of Pewaukee that they will waive the typical 2% increase in the fiscal agent fee for the upcoming fiscal year. No action taken.

**Agenda Item #5:** Discussion and possible action on the PLSR (Public Library System Redesign) Project

Jennie Stoltz advised she does not have an update at this time.  
No action taken.

**New Business:**

**Agenda Item #6:** Discussion and possible action on the 2019 Calendar of Holiday Closings

Jeff Kara made a motion to approve the 2019 Calendar of Holiday Closings as presented. Lisa Jansen seconded. The motion carried unanimously.

**Agenda Item #7:** Discussion and possible action Capital Expenditures through 2015 (first draft)

No action needed. Tabled for next meeting.

**Agenda Item #8:** Goals: Governance - Administrative #2 (Invite Department Heads to attend a board meeting to provide updates) and Administrative #3 (Provide support to the staff when appropriate and possible)

The Board noted how much they have enjoyed the presentations made by the various Department Heads in the past and Director Stoltz noted these will continue. No action taken.

**Agenda Item #9:** Trustee Goals #7 The Library Board and Library Personnel Review progress of Library Director's Goals

The Board reviewed the Goals. No action taken.

**Agenda Item # 10:** *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*

Leslie Miller made a motion to go to Closed Session. Jeff Kara seconded. A roll call vote was taken and the motion carried unanimously.

**Agenda Item #11:** ADJOURNMENT

Jeff Kara made a motion to adjourn from closed session. Lisa Jansen seconded. The motion carried unanimously.

Meeting adjourned at 8:10 pm

**NEXT MEETING SCHEDULED: October 17, 2018, at 6:30 pm**

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

***Approved October 17<sup>th</sup>, 2018 (Heather Gergen abstained.)***