

Winneconne Public Library Board of Trustees

Meeting Minutes

Wednesday, July 08, 2009

Meeting called to order by President Jody Running at 6:00pm.

ROLL CALL

Present: Jody Running, Mary Brefeld, Sue Davies, Harvey Rengstorf, Andy Beiser

Absent: Kathy Sasse, Jeff Jensen, Andy Boehnlein

Also Present: Holly Selwitschka, Jean Thyssen

New member, Beiser, welcomed by President Running.

MINUTES –

Motion made by Brefeld to approve the minutes from June 13, 2009, as printed.

Second – Rengstorf

Vote – Unanimous

JUNE VOUCHERS PAYABLE/FINANCIAL REPORT

No discussion, no questions.

Motion made by Rengstorf to approve payment of the June vouchers and accept the financial report as it is.

Second – Brefeld

Vote – unanimous

PUBLIC PARTICIPATION - None

DIRECTOR'S REPORT

MISCELLANEOUS REPORTS

Programs Jean reported on the summer programs and mentioned the increased circulation and patron counts, almost doubling from last year at this time. We discussed details of Sovereign State Days and the Mad Dog and Merrill event.

Statistics – June's patron count and circulation were both nearly twice as high as June 2008. This was attributed to school visits and programs offered in June.

Village Board Meeting – nothing of significant interest to library

Village Department Heads Meeting Highlights – temporary director of public works formerly of Omro, was hired

Director's Activities – Programming, personnel issues took up most of Holly's time in the last month.

Articles - weekly articles continued

Correspondence – nothing significant

PERSONNEL

Holly talked about the need to replace Dotty Voight as library clerk. Dotty resigned effective July 9. Holly recommended that the board authorize the hiring of a new library clerk at the rate of \$9.50 per hour. Holly also discussed Marge's request for more hours and the feasibility of offering her 30 hours per week, rather than her average 22.5.

Motion by Brefeld to increase Marge's hours to 30 hours per week and hire a part-time clerk for 22.5 hours per week at the rate of \$9.50 per hour effective with pay period 20 in September.

Second – Beiser

Vote – unanimous

Holly asked the board to approved Brittany’s rate of pay. They had approved hiring her at the last meeting but did not take a vote on her rate of pay; although it was discussed.

Motion by Beiser to approve Brittany’s rate of pay at \$6.50 per hour and increase to \$7.25 per hour with the stat-wide minimum wage rate increase effective July 24, 2009.

Second – Rengstorf

Vote – unanimous

Running abstained from the vote.

Motion by Beiser to approve 5 days of vacation for the director the last week of August.

Second – Brefeld

Vote - unanimous

OLD BUSINESS

Coughlin Room Insurance Assessment – Nothing new. A company was found from Chicago to give a second estimate but not yet contacted.

Emergency Procedures – Ryan Krings will walk employees through evacuation procedures in July.

Children’s Mural – nothing new

NEW BUSINESS

LSTA Grant – Holly described her plans for the LSTA grant proposal, revamping the last proposal she’d written for a laptop instructional lab.

ITEMS FOR NEXT MEETING

Old Business

- ✓ Friends of the Library Mural in children’s section (table until September)
- ✓ Coughlin Room Insurance Assessment
- ✓ Emergency Procedures
- ✓ LSTA grant

The next meeting will be Saturday, August 15 at 9am.

ADJOURN - 6:37pm

Motion – Brefeld

Second – Davies

Vote – Unanimous