

**Winneconne Public Library of Trustees
Meeting Minutes
Saturday, May 8, 2010**

Meeting called to order by President Jody Running at 9:00 am.

ROLL CALL

Present: Jody Running, Harvey Rengstorf, Mary Brefeld, Sue Davies, Kathy Sasse, Andy Beiser (arrived at 9:10), Andy Boehnlein (arrived at 9:03)

Absent: Jeff Jensen

Also Present: Holly Selwitschka, Jean Thyssen

MINUTES:

Motion made by Brefeld to approve the minutes from the April 10, 2010 meeting with corrections.

Second: Rengstorf

Vote: Unanimous

APRIL 2010 VOUCHERS PAYABLE/FINANCIAL REPORT

Holly noted that the village wage allocations for Steve and Kathy were not going to be taken out in 2010, per Steve Volkert. We may revisit the idea when working on the 2011 budget, especially for Kathy's wages, since those allocations had been made previously for the receptionist she replaced. According to documents gathered from Jaci and Steve McNeil, the village administrator's wages had not previously been allocated to the library.

Motion made by Sasse to approve payment of the April 2010 bills and financial reports.

Second: Brefeld

Vote: Unanimous

PUBLIC PARTICIPATION

None.

ELECTION OF OFFICERS

Brefeld nominated Jeff Jensen for another term as Vice President.

Second – Sasse

Vote - Unanimous

Brefeld nominated Jody Running for another term as President.

Second – Rengstorf

Vote - Unanimous

DIRECTOR'S REPORT

Holly discussed turn-out for the Winneconne Community Learning Lab Open House, program attendance and upcoming programs, and statistical data. Although patron count has increased 6% over last year, circulation has remained stagnant, so Holly shared her plans to find ways to get people more excited about reading by establishing an adult Reader's Advisory Group, which will begin in May.

Policies

Disaster Policy – Rengstorf questioned the order of the steps in the policy. He thought maybe 911 should be called before exiting the building. Holly explained that this was the procedure outlined by Ryan Krings and that the top priority was to get people out of the building safely. After discussion, it was decided to leave the policy worded as is.

Motion by Beiser to approve the Winneconne Public Library Disaster Policy.

Second – Rengstorf

Vote – Unanimous

Equipment Use Policy – Discussion on loaning laptops to village employees. Board members agreed that there is not likely to be a need for village employees to take laptops home; however, would like to make the option available for library staff. Holly agreed to change the policy to read that library staff may take laptops home for work related purposes and library staff will responsible for the repair or replacement of laptops that are damaged while in the employee's care. The revised policy will be brought before the board for approval at the next meeting.

Holly informed the board that the Village Board Members lost Ed Fischer and gained Chris Boucher. Jody was reappointed to the library board by John Rogers. Holly shared thank you letters from the school for Jean participating in the Reality Store and from Mrs. Smaglik's first grade class for the great experience they had in their recent visit to the library.

OLD BUSINESS

- Children's Mural – Mr. Molitor's class will have the mural hung in time for the summer reading kick-off on June 5.
- Review of the library's hours - Holly shared results of a Survey Monkey poll. Only 12 people had responded, to date. Holly said she would set up the laptop and have patrons fill it out as they check out and place an article or ad in the Winneconne News concerning the poll to get more participation. Brefeld asked that a paper version of the poll be made available to patrons, as well.

- Outside bench replacement – Holly recommended replacing the broken bench with another stone bench. There was one available at Zillqes for \$89. The board consented.

NEW BUSINESS

Sovereign State Days – Tracy described her idea for a Huck Finn/ Tom Sawyer themed float. Brefeld suggested that we play period music from the float. Running suggested that we hand out bookmarks again.

ITEMS FOR NEXT MEETING AGENDA

Equipment Use Policy

Personnel Handbook/ Policy

Mission Statement

Next meeting date is set for Saturday, June 12, 2010 at 9am.

Motion by Sasse to adjourn at 9:44am.

Second: Beiser

Vote: Unanimous