

**Winneconne Public Library Board of Trustees**

Meeting Minutes

Saturday, February 13, 2010

Meeting called to order by President Jody Running at 9:01am.

**ROLL CALL**

Present: Jody Running, Jeff Jensen, Harvey Rengstorf, Mary Brefeld, Sue Davies, Andy Boehnlein, Kathy Sasse (arrived at 9:07)

Absent: Andy Beiser

Also Present: Jean Thyssen, Assistant Library Director

**MINUTES –**

**Motion made by Brefeld to approve the minutes from the January 9 meeting.**

**Second: Rengstorf**

**Vote: Unanimous**

**FINAL VOUCHER FOR 2009 AND END OF YEAR UTILITIES AND ALLOCATIONS TO VILLAGE**

Discussion: Rengstorf asked about the lines that were overspent, Holly explained them all, in most cases the overspent categories resulted from mistakes in planning the 2009 budget due to insufficient information at the time. Holly said that the insurance bill had gone up; when she discussed it with Steve Volkert, he told her that the amount had been calculated incorrectly in the past and this amount reflects the correct calculation. Jensen asked Holly to double check the numbers to be sure they are accurate.

**Motion made by Brefeld to approved the bills and financial statements for 2009.**

**Second: Jensen**

**Vote: Unanimous**

**Motion by Jensen to carry over remaining funds from 2009 in the amount of \$1,778.90, \$1,200 to be used to purchase a new shelving unit, and \$578.90 to purchase materials and supplies for the LSTA grant project, contingent upon the availability of the funds in the Village's General Budget line after all the figures have been calculated.**

**Second: Brefeld**

**Vote: Unanimous**

**Motion by Jensen to Closout the 2009 Budget.**

**Second: Brefeld**

**Vote: Unanimous**

**JANUARY 2010 VOUCHERS PAYABLE/ FINANCIAL REPORT**

Running asked about the miscellaneous expense to Kohl's to purchase games. Holly said that she purchased the games at Kohl's after Christmas because she was there and they had the games on clearance. The games belong to the library and are used to host game days when kids are off school; this is a common program that libraries are offering.

**Motion made by Rengstorf to approve payment of the January 2010 bills and financial reports.**

**Second: Jensen**

**Vote: Unanimous**

**PUBLIC PARTICIPATION**

None.

**DIRECTOR'S REPORT**

### LSTA grant

Holly informed the board that the library had been awarded the LSTA grant for the wireless laptop lab. She shared the press release that will be going out and went over details regarding equipment to be purchased and programs that will be provided, using the lab equipment. Brefeld congratulated Holly on obtaining the grant, the board members concurred. Thyssen and Running pointed out that Winneconne's grant was ranked number 1 in points from all the reviewers out of 9 grant proposal submissions.

### Programming

- Thyssen described many of the programs that have been happening at the library in the past month. She highlighted the read to the dog program, computer classes, storytimes and an upcoming new Friends bookclub that she will host with older elementary students.

### News from Department Heads Meetings

- Police Chief Running has been deployed to Iraq for a year.
- Building the Way's Wine on the Wolf event is coming up.
- The theme for Sovereign State Days has been chosen: Rollin' Down the River. The theme will revolve around steamboats and the Mark Twain era of history.

### Policies

Holly shared a list of policies and dates they were approved/ updated. She suggested bringing a policy for the laptop lab to the next meeting. Jensen added that he would like to see a Disaster Policy and that we should address equipment use along with the lab policy.

### Correspondence

Holly shared a letter written to the Civic League to request donations.

## **OLD BUSINESS**

- Children's Mural – Holly shared the latest in-color sketch of the mural for the children's section wall. Jensen suggested that the train say Winneconne Public Library on it somewhere.
- CPR and First Aid Training – rescheduled for March 10 due to snowstorm on original date.

## **NEW BUSINESS**

- Review of library hours - move to old business for next meeting.
- Annual Report
  - The board members looked over the annual report. Davies requested that her address be corrected. It should be avenue, not street.

**Motion was made by Brefeld to accept the 2009 Annual Report and approve the Statement of Effectiveness for the Winnefox Library System included in the report.**

**Second: Jensen**

**Vote: Unanimous**

## **ITEMS FOR NEXT MEETING AGENDA**

Friends of the Library Mural

Policies to review include wireless lab, equipment use and disaster

Review Library Hours

Next meeting date is set for Saturday, March 13, 2010 at 9am. Jody Running will not attend. Running reminded board members to let Holly know in advance if they are unable to attend a meeting.

**Motion by Jensen to adjourn at 9:52 am.**

**Second – Rengstorf**

**Vote - Unanimous**