

## **Lake Geneva Public Library Board of Trustees Meetings**

**918 West Main Street Lake Geneva, Wisconsin 53147 (262) 249-5299**

### **Finance Committee**

Thursday, March 10, 2016 at 7:30 a.m. (Director's Office)

Present: Kundert, Lafrenz, Oppenlander; Also present: Peterson

After reviewing outstanding bills, Kundert approved a recommendation to the Library Board to approve \$71,354.20 in General Funds and \$182.83 in Donated Funds for the month of February 2016.

### **Board of Trustees Meeting**

Thursday, March 10, 2016 at 8:00 a.m.

#### **Minutes**

#### **Call to order**

Oppenlander called the meeting to order at 8:10 a.m.

#### **Roll Call**

Members present: Boilini, Brookes, Jones, Kersten, Kundert, Lafrenz, Oppenlander; Also present: Peterson and Benson

#### **Adoption/Amendment of agenda**

Oppenlander asked for a motion to adopt the agenda as proposed. Kunderet made a motion to adopt the agenda. Lafrenz seconded. Motion carried unanimously.

#### **Disposition of minutes of previous regular meeting and any intervening special meeting(s)**

Oppenlander asked for a motion to approve the motions made at the February 11, 2016 meeting without a quorum. Brookes made a motion to approve as proposed. Kersten seconded. Motion carried unanimously.

Oppenlander asked for a motion to approve the minutes of the February 11, 2016 meeting. Lafrenz made a motion to approve the minutes as proposed. Kundert seconded. Motion carried unanimously.

Oppenlander asked for a motion to approve the minutes of the Ad Hoc Committee meeting on Benchmarks on February 10, 2016. Lafrenz made a motion as proposed. Brookes seconded. Motion carried unanimously.

#### **President's Report**

Oppenlander reported on a meeting with Steve Ohs, Lakeshores Library System Administrator, regarding Ohs' analysis of the benchmark report prepared by staff. Discussion followed. Oppenlander will forward further information from Ohs on this topic.

Oppenlander reviewed the updated personnel evaluation form submitted by the City. Discussion followed. Oppenlander will email the Board about possible dates for a Personnel Committee meeting to discuss.

Oppenlander asked for volunteers for the 2016-2017 Board of Trustees Officers Nominations Committee. Kundert and Brookes volunteered.

Oppenlander asked Peterson to send the Board members a list of the current committees and members to review for their interest in the 2016-2017 year.

Oppenlander led a discussion about the two Short Takes for Trustees videos on Board Ethics and Board Advocacy.

### **Building & Grounds**

Brookes reported on the status of the order for the magazine aisle furniture which is funded by the Friends of the Library. Installation is expected by the April 25 Annual Meeting of the Friends.

Peterson introduced the topic of the snow removal on the sidewalk on Highway 50 between Wrigley and Madison. Discussion followed. Board agreed to discuss in the Fall.

### **Finance**

Kundert made a motion to approve \$71,354.20 in General Fund expenditures and \$182.83 in Donated Funds for the month of February 2016. Lafrenz seconded. Motion carried unanimously.

### **Director's Report**

Peterson reported on service statistics year-to-date.

Peterson reported on the status of the recruitment for vacant positions.

Peterson reported that she will present a report on the 2015 Annual Report submitted to the Wisconsin State Department of Public Instruction in April.

Benson reported on upcoming adult and youth programming.

### **Adjournment**

Oppenlander asked for a motion to adjourn. Kundert made a motion to adjourn at 9:35 a.m. Brookes seconded. Motion carried unanimously.

**Next Meeting: Thursday, April 14, 2016 at 8:00 a.m.**

Respectfully submitted,

Diane Jones