

Lake Geneva Public Library Board of Trustees Meetings
918 West Main Street Lake Geneva, Wisconsin 53147 (262) 249-5299

Finance Committee

Thursday, May 12, 2016 at 7:30 a.m. (Director's Office)

Present: Gelting, Kundert, Lafrenz, Oppenlander; Also present: Peterson and Mueller

After reviewing outstanding bills, Kundert approved a recommendation to the Library Board to approve \$46,848.01 in General Funds for April 2016. There were no expenditures from Donated Funds in April.

Board of Trustees

Thursday, May 12, 2016

Minutes

Call to order

Oppenlander called the meeting to order at 8:05 a.m.

Roll Call

Members present: Gelting, 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. Kundert made a motion to adopt the agenda. Boilini 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 minutes of the April 14, 2016 meeting. Lafrenz made a motion to approve the minutes as proposed. Kersten seconded. Motion carried unanimously.

President's Report

Oppenlander welcomed Chris Gelting as the Lake Geneva City Council liaison to the Library Board of Trustees.

Oppenlander reviewed plans for the tour and orientation of the Library for the new aldermen on Friday, May 13, 2016.

Oppenlander reviewed the discussion initiated at the April 14, 2016 meeting about expanding the number of members on the Library Board of Trustees based on Wisconsin State Statutes and the City of Lake Geneva Municipal Ordinances. Discussion followed. Lafrenz made a motion to pursue the approval of an additional Board of Trustees member as appointed by Walworth County. Boilini seconded. Motion carried unanimously.

Oppenlander asked Board members to review contact information and committee appointments for accuracy.

Oppenlander asked for volunteers to serve on an Ad Hoc Committee to develop a mission statement, a vision statement, and a strategic plan. Oppenlander, Brookes, Kersten, and Gelting offered to serve.

Oppenlander introduced a discussion about the Short Takes for Trustees video series. It was agreed that Trustees will view the topics of strategy first and performance appraisal second in the series on their own time.

Oppenlander asked the Board to consider rescheduling the July 14, 2016 Board meeting. Discussion followed. Oppenlander made a motion to reschedule for Wednesday, July 6, 2016 at 8:00 a.m. Kersten seconded. Motion carried unanimously.

Finance

Kundert reviewed monthly bills and made a motion to approve \$46,848.01 in General Funds. Brookes seconded. Motion carried unanimously. There were no expenditures from Donated Funds in April.

Personnel

Oppenlander asked for any further recommendations on the proposed revision of the performance appraisal. Discussion followed and will continue to refine the document.

Closed Session Closed Session pursuant to WI Statutes 19.85(1)c Considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility

Lafrenz made a motion to go into **Closed Session**. Boilini seconded. Motion carried unanimously.

Boilini made a motion to come out of **Closed Session**. Kersten seconded. Motion carried unanimously.

Building & Grounds

Peterson reported that plans are in place to install the donated bench on the lakeside of the Library. The donor will pay for the expense to move and install the bench.

Peterson reported that a representative from Sarnifill, the roofing manufacturer, repaired two leaks in the roof yesterday.

Kundert presented the bid from Vorpapel to replace the exhaust fan on the west side of the building. He made a motion to accept the bid of \$440. Boilini seconded. Motion carried unanimously.

Director's Report

Peterson reported on service statistics for the month of April.

Peterson reported on the new staff in reference and administration.

Peterson reported that at the Lakeshores System LAC meeting, directors asked Steve Ohs for various reports from this data to help in library management.

Peterson reported that the Friends will no longer be involved in the nursing homes deliveries. Discussion followed. Peterson recommended that we evaluate the fines and fees incurred at the end of 2016.

Peterson reported on upcoming adult and youth programming.

Adjournment

Oppenlander asked for a motion to adjourn. Kersten made a motion to adjourn at 11:00 a.m. Brookes seconded. Motion carried unanimously.

Next meeting: Thursday, June 9, 2016.

Respectfully submitted,

Diane Jones