

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

Finance Committee

Thursday, July 16, 2015 at 7:15 a.m. (Director's Office)

Present: Kundert, Oppenlander; Also present: Peterson and Wollaeger

After reviewing outstanding bills, Kundert approved a recommendation to the Library Board to approve \$51,294.73 in General Funds for the month of June 2015. There were no expenditures from Donated Funds in June 2015.

Board of Trustees Meeting

Thursday, July 16, 2015 at 8:00 a.m.

Minutes

Call to order

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

Roll Call

Members present: Brookes, Dinan, Jones, Kersten, Kundert, Lafrenz, Oppenlander; Also present: Peterson and Benson; and from the public, Mary Jo Fesenmaier.

Adoption/Amendment of agenda

Oppenlander asked for a motion to adopt the agenda. Kundert made a motion to adopt the agenda. Dinan 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 June 11, 2015 meeting. Brookes made a motion to approve the minutes as proposed. Kundert seconded. Motion carried unanimously.

Public Comments

Fesenmaier presented a proposal to the Library Board to accept library card applications and distribute library cards at the same time to grade school children at their schools on Fall Registration Days. Discussion followed. Peterson will follow-up with library staff to determine if there is a way to offer this in compliance with library procedures.

President's Report

Oppenlander advised the Board that the EEOC did not identify any violation of the Wisconsin State Statutes with regard to the complaint filed. The charging party has ninety days to respond.

Peterson reported that author, Ron MCrema has agreed to be the featured speaker at the Open House for the renovation of the Smith Meeting Room on Saturday, September 12, 2015. Discussion followed with suggestions for the program agenda.

Building & Grounds

Peterson presented a bid from Kelly Locksmithing to replace cylinders in door locks for men's and women's public restrooms and the staff lunch room. Discussion followed. Kundert made a motion to approve a proposal from Kelly not to exceed \$400. Dinan seconded. Motion carried unanimously.

Peterson reported that she sent an email to the representatives from Sarnafill and D.C. Taylor to request the follow-up roof inspection planned at the May inspection. A response has not yet been received.

Finance

Kundert made a motion to approve \$51,294.73 in General Fund expenditures for the month of June 2015. Motion carried unanimously. No expenditures were made from Donated Funds in June 2015.

Kundert reviewed revenues and expenditures for the first half of the year and reported satisfaction with the 48.6% of the operating budget spent to date.

Kundert presented the recommendation of the Finance Committee to amend the 2015 budget by decreasing Account #5110 for full-time staff salaries in the amount of \$15,000 and transferring that same amount to Account #5120 for part-time staff salaries. Kundert made a motion to approve that transfer. Brookes seconded. Motion carried unanimously.

Kundert presented the recommendation of the Finance Committee to amend the 2015 budget by decreasing Account #5410 for adult materials in the amount of \$3,000 and transferring that same amount to Account #5414 for non-print materials. Kundert made a motion to approve that transfer. Kersten seconded. Motion carried with a four member majority of yay votes and one nay vote.

Kundert presented his recommendation that all certificates of deposits, regardless of their expiration date, be transferred to the new certificate of deposit account set up at Voyager with the purpose of yielding a higher interest rate. Kundert made a motion to that purpose. Lafrenz seconded. Motion carried unanimously.

Director's Report

Peterson reported that June was a record month for 2015 with check-outs of materials totaling 15,799 items.

Peterson reported that the Library's Chamber of Commerce membership was up for renewal. Discussion followed. The Board agreed to renew that membership for 2015-2016.

Benson reported on adult programming with a focus on the success of the Beachside AuthorFest on Saturday, July 11, 2015. She thanked Brookes and our Friends group for all their work to coordinate the event with Harold Johnson.

Adjournment

Oppenlander asked for a motion to adjourn. Lafrenz made a motion to adjourn at 9:40 a.m. Dinan seconded. Motion carried unanimously.

Respectfully submitted,

Diane Jones, Secretary

Next meeting: Thursday, August 13, 2015 at 8:00 a.m.