

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

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

### **Finance Committee**

Thursday, December 10, 2015 at 7:30 a.m. (Director's Office)

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

After reviewing outstanding bills, Kundert approved a recommendation to the Library Board to approve \$52,766.00 in General Funds for the month of November 2015. There were no expenditures from Donated Funds in November 2015.

### **Board of Trustees Meeting**

Thursday, December 10, 2015 at 8:00 a.m.

#### **Minutes**

#### **Call to order**

Oppenlander called the meeting to order at 8:03 a.m.

#### **Roll Call**

Members present: Boilini, Brookes, Jones, 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. 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 minutes of the November 12, 2015 meeting. Brookes made a motion to approve the minutes as proposed. Lafrenz seconded. Motion carried unanimously.

Oppenlander asked for a motion to approve the minutes of the Special Meeting on December 3, 2015. Lafrenz made a motion to approve the minutes as proposed. Boilini seconded. Motion carried unanimously.

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

Oppenlander welcomed Linda Boilini as the Library Board's new Joint #1 School Board representative appointed by Superintendent James Gottinger to replace Barb Dinan.

Oppenlander advised the Board that the Walworth County Board of Supervisors will review Kundert's application for reappointment to the Board at their December 14, 2015 meeting.

Peterson briefed the Board on the "Close the Gap" campaign initiated by the Wisconsin Library Association to support libraries in Wisconsin at the state level.

#### **Building & Grounds**

Kundert reported that the tuck pointing on the building chimney, exterior walls, and outside restroom kneewalls has been completed. Discussion followed regarding city and library responsibility in the outside restroom area.

## **Finance**

Kundert made a motion to approve \$52,766.00 General Fund expenditures for the month of November 2015. Lafrenz seconded. Motion carried unanimously. No expenditures were made from Donated Funds in November 2015.

Oppenlander asked for a motion to go into **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**. Kundert seconded. Motion carried unanimously.

Oppenlander asked for a motion to come out of **Closed Session**. Kundert made a motion to come out of **Closed Session**. Brookes seconded. Motion carried unanimously.

Oppenlander asked for a motion to set expenditures for 2016 library staff payroll as represented in Spreadsheet D3. Kundert made a motion as proposed. Lafrenz seconded. Motion carried unanimously.

## **Director's Report**

Peterson reported on circulation year-to-date and anticipated year-end total. It is expected that the Library's total circulation for 2015 will be approximately 3,500 items down from 2014.

Peterson did not have any information about liability coverage for program presenters who rent the Smith Meeting Room.

Peterson presented a revision of the Smith Meeting Room based on recommendations from the Board at their November meeting. Discussion followed. Kundert made a motion to accept changes in the conditions of rental usage of the Smith Meeting Room as presented. Brookes seconded. Motion carried unanimously.

Peterson reported on the most recent analysis of the Scan Pro. Discussion followed with agreement to give the changes a trial run.

Peterson reported on the progress of the project to restore the legacy furniture along the magazine aisle with the support of the Friends.

Peterson reported on a presentation at the LAC meeting of Gale Cengage, an online program which offers classes and career certification options for library patrons remotely. David Bretl, Walworth County Administrator, and Nancy Russell, Walworth County Board of Supervisors Chairman, attended this meeting.

Benson reported on recent and upcoming adult and youth programming.

## **Adjournment**

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

Respectfully submitted,

Diane Jones, Secretary

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