



# LAKE GENEVA PUBLIC LIBRARY

## MINUTES

Lake Geneva Public Library Board of Trustees Meeting  
Thursday, April 12, 2018, 8:00 a.m.  
Smith Meeting Room, Lake Geneva Public Library

### Call to order

Oppenlander called the meeting to order at 8:00 a.m.

### Roll Call

Members present: Brookes, Dinan, Gelzer, Halverson, Kersten, Kundert, Lafrenz, Lyon, Oppenlander

Also present: Kornak

Disposition of minutes of previous regular meeting and any intervening special meeting(s)  
Gelzer/Dinan motion to approve the minutes of the March 8, 2018, meeting. Motion carried unanimously.

### Public Comments

None

### Finance

Kundert reviewed March expenditures. The Finance Committee recommended approval of expenditures of \$47,799.79 from the general fund. Kersten seconded recommendation. Motion carried unanimously.

Kundert distributed a draft of capital projects for long-term planning to be discussed in May.

Bids for repairs on the East side entry door and Lakeside door were reviewed. Finance Committee recommended accepting bid from Scherrer of \$3,180.00 for East side entry door and \$1,645.00 for Lakeside door, pending information from City regarding building code requirements. Recommendation seconded by Gelzer. Motion carried unanimously.

Meeting with Voyager regarding investment accounts will be scheduled in the summer.

### President's Report

- A designated chair for committees will be appointed by chair, in case of absence. Consensus agreement.

### Director's Report



# LAKE GENEVA PUBLIC LIBRARY

- Kornak reported library statistics and programs, construction update, community partnerships
- Facility issues: discussion of LED lighting specs, bids, and request for quotes using existing fixtures; ceiling repair and painting bids
- Press and media coverage
- Personnel: one resignation and new posting
- In-service request: closing Friday, April 27 for staff visits to Hedberg (Janesville) and Beloit libraries, new partners in SHARE
- Food for Fines in May
- Distribution of Trustee Essentials binders containing new WI Public Library Standards
- Lafrenz/Dinan motion to approve meeting dates for 2018-2019 as printed. Motion carried unanimously.
- Annual Meeting: May 10, 2018

## Committee Reports

### Strategic Planning

- Gelzer reported interviews are in progress, surveys are being prepared, and date for planning session is being finalized.
- Archive review and finding aid is completed, thanks to the Foundation.

### Personnel

- Meeting set for June 14, 2018, 10:00 a.m.

### Public Relations

- Kersten discussed publicizing Strategic Planning process and upcoming surveys
- Digital sign has been ordered; waiting for delivery and installation date

### City Liaison

- Road construction is ahead of schedule
- Election results: discussion of library orientation for new Mayor and Council members

### Friends of Library Report

Brookes distributed invitations to the Annual meeting, Wed. April 25, 6:00 p.m. at Eastview School.

### Adjournment

Lafrenz/Gelzer motion to adjourn the meeting at 9:30 a.m. Motion carried unanimously.

**Next meeting: Thursday, May 10 at 8:00 a.m., Smith Meeting Room.**

Respectfully submitted, Chris Brookes, Secretary