



LAKE GENEVA PUBLIC LIBRARY

MINUTES

Lake Geneva Public Library Board of Trustees Meeting
Thursday, May 10, 2018, 8:30 a.m.
Lake Geneva Public Library, Smith Meeting Room

Call to order

Oppenlander called the meeting to order at 8:30 a.m.

Roll Call

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

Excused: Dinan

Also present: Kornak, Mayor Tom Hartz

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

Gelzer/Kundert motion to approve the minutes of the April 12, 2018, meeting. Motion carried unanimously.

Public Comments

None

Introduction of new library board trustee

Mayor Hartz introduced Ron Henningfeld

Finance

Kundert reviewed April expenditures. The Finance Committee recommended approval of expenditures of \$66,741.62 from the general fund. Kersten seconded recommendation. Motion carried unanimously.

Meeting with Voyager regarding investment accounts will be scheduled in July.

Building & Grounds discussion of exterior drainage around the Smith Room. Request bids and information from DPW.

Director's Report

- Budget on track at 29.3%. Early draft of 2019 budget will be presented at June meeting (final draft due to the City in November). Fine Free policy discussion also in June.
- Report on April staff training in Beloit and Janesville; request for October 12 closure for Staff Inservice.
 - Kersten/Halverson motion to approve Staff Inservice on October 12, 2018. Motion carried unanimously.



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- Kornak will prepare a preliminary plan to reutilize spaces.
- Written report contained information on building & grounds; circulation & programming; Lakeshores/SHARE; operations; meetings & outreach; and usage statistics

Committee Reports

Public Relations

- Kersten reported the digital sign will be installed the week of May 21.
- Develop a PR plan to publicize Strategic Planning process and upcoming surveys
- Invite Steve Ohs to next meeting for discussion of e-book contributions to annual DPI report

Personnel

- Meeting set for June 14, 2018, 10:00 a.m. Closed session for library director evaluation.

Strategic Planning

- Gelzer reviewed progress of work group and committee.
- Recommendation to contract with Sarah Keister Armstrong & Associates, LLC as consultant for Phase II not to exceed \$7,750. Recommendation seconded by Halverson. Motion carried unanimously.
- If strategic planning process goes over budget, insurance reimbursement funds are available.

City Liaison

- Mayor Hartz announced the focus for his term will be on public service.
- Updates on construction and Riviera

President's Report

Oppenlander welcomed Ron Henningfeld as new Board member.

Gelzer/Brookes motion to publicly recognize Duane Lafrenz for his long and distinctive service on the Board of Trustees. Motion carried unanimously. A framed certificate will be presented at a later date.

Friends of Library Report

Kundert and Brookes announced Authorfest applications are being accepted. Authorfest is scheduled for July 14.

Adjournment



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Kundert/Gelzer motion to adjourn the meeting at 9:40 a.m. Motion carried unanimously.

Next meeting: Thursday, June 14 at 8:00 a.m., Smith Meeting Room.

Respectfully submitted, Chris Brookes, Secretary