



# LAKE GENEVA PUBLIC LIBRARY

## MINUTES

Lake Geneva Public Library Board Meeting

Thursday, July 13, 2017

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, Oppenlander

Also present: Kornak

Excused: Lyon

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

Lafrenz/Kundert motion to approve the minutes of the June 8, 2017 meeting. Motion carried unanimously.

### President's Report

Oppenlander suggested two items for future agendas: pros and cons of expansion, and LED lighting report.

### Finance

The Finance Committee recommended approval of expenditures of:

\$56,201.25 Personnel

\$9,722.88 Accounts payable

\$43,847.25 Impact fees (half of RFID project)

\$109,771.38 Total of all funds

Lafrenz seconded recommendation. Motion carried unanimously.

Donations and credit card policies referred to next agenda.

### Committee Reports

#### Public Relations

Kersten presented the committee's recommendation for logo design. Discussion followed.

Kersten/Dinan motion to approve the design. Motion carried unanimously. Motion amended



# LAKE GENEVA PUBLIC LIBRARY

to allow PR committee the flexibility to make minor tweaks of final design, if needed.  
Kersten/Gelzer amendment carried unanimously.

## **Building & Grounds**

Kundert reported the planter project is completed. Roy Diblik will be contacted about landscaping.

## **Closed Session**

Kersten/Halverson motion to go into closed session pursuant to Wis. Stat. 19.85(1) (c) considering the employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility regarding employee contracts, pay, and benefits for:

1. Library Director E. Kornak

Motion carried unanimously.

Halverson/Dinan motion to return to open session pursuant to Wis. Stat. 19.85(2) and take action on any items discussed in closed session. Motion carried unanimously.

Personnel Committee will meet Wednesday, July 19 at 8:00 a.m.

## **City Liaison**

Halverson reported the \$2.00 parking rate trial is in effect. City Council is discussing beach expansion.

## **Director's Report**

Kornak presented a written report including service statistics; retirement plans for Circulation Services Manager; Arrowhead Library System/Rock County coming on line in January 2018; progress of RFID conversion, flooring options and pricing under review for Foundation, interviews for Circulation Services Manager, and logo/website design.

Discussion of off-site events and patron requests and feedback. More research is needed on equipment for faxing and scanning. Outlet and charging stations also discussed. No actions taken.

Programs: statistics on attendance and costs for June adult and youth programs presented. Adult Reading Program underway. Upcoming programs listed.



# LAKE GENEVA PUBLIC LIBRARY

Draft of the Exam Proctoring Policy was presented for first reading. Discussion. Revisions will be presented for approval at the next meeting.

The Strategic Planning Committee will meet Monday, August 7 at 8:00 a.m. and participate in Trustee Training Wednesday, August 23 at 11:45 a.m.

## **Friends of Library Report**

Kundert suggested the August 10 Trustees meeting be moved to City Hall since the Smith Meeting Room will be in use by the Friends in preparation for the Annual Book Sale.

Brookes reported on the success of Authorfest and the positive comments and feedback from authors.

## **Adjournment**

Lafrenz/Kundert motion to adjourn the meeting at 10:00 a.m. Motion carried unanimously.

**Next meeting: Thursday, August 10, 2017, at 8:00 a.m. at City Hall**

Respectfully submitted,

Chris Brookes  
Secretary