



LAKE GENEVA PUBLIC LIBRARY

MINUTES

Lake Geneva Public Library Board of Trustees Meeting
Thursday, September 13, 2018, 8:00 a.m.
Smith Meeting Room, Lake Geneva Public Library

Call to order

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

Roll Call

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

Also present: Kornak

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

Kundert/Lyon motion to approve the minutes of the Aug. 9, 2018, meeting. Motion carried unanimously.

Financial//Building/Grounds

Kundert reviewed July expenditures. The Finance Committee recommended approval of expenditures of \$63,526.34 from the general fund. Oppenlander seconded the recommendation. Motion carried unanimously.

Kundert and Kornak presented information on fund tracking and investment policies.

Lyon/Oppenlander motion to approve 2019 budget proposal. Motion carried unanimously.

Oppenlander/Kersten motion to approve increase in NABCO bid to \$3,700 from \$2,800 to replace motors on front doors. Motion carried unanimously.

Gelzer/Lyon motion to approve Capital Needs list, pending updates, for presentation with budget.

President's Report

Current by-law document presented for review and discussion at next meeting.

Discussion of fiduciary/strategic/generative modes for board operation to be continued at next meeting.

Halverson/Dinan motion to refer year-end performance awards to Personnel Committee. Motion carried unanimously.



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Kersten recommended using transcripts to review trustee training week webinars.

Director's Report

- Updates on budget, facility projects, circulation & programming, library consortium, operations, outreach, and donations.
- At the Lake Magazine feature article on library.
- Memorial gift from family of Lois Guif received for local history digitization projects.
- Additional data provided on
 - Definitions of computer session and wireless internet sessions
 - Circulation history: City of LG, Walworth County

Committee Reports

Public Relations

- Kersten: At the Lake article; newspaper library column now includes Walworth.

Personnel

- Lyon/Kersten motion to approve Compensation Policy carried unanimously.
- Oppenlander/Halverson motion to merge two part-time positions into one full-time Tech/Circ position. Motion carried unanimously.
- Kersten/Halverson motion to move Adult, Youth, and Circulation managers from hourly to exempt salaried positions pending details finalized by Personnel Committee. Motion carried unanimously. Kundert/Lyon friendly amendment to designate reference positions as one youth and one adult reference. Amended motion carried unanimously.

Strategic Planning

- Chair expressed his appreciation to all participants.
- Review of the plan.
- Positive staff response.
- Discussion of Values, Mission, Themes, Goals, and Strategies.
- Gelzer/Halverson motion to approve the Strategic Plan: 2019 – 2021. Motion carried 7 yes to 1 no (Oppenlander). Henningfeld had left the meeting.

City Liaison

- Halverson reported an Interim City Manager is in place, with interviews for new City Manager scheduled for the end of the month. Budget Hearings: Library presentation September 27, 9:00 a.m.

Friends of Library Report

- Kundert reported on Annual Book Sale success.



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Adjournment

Lyon/Kundert motion to adjourn the meeting at 10:35 a.m. Motion carried unanimously.

Next meeting: Thursday, October 11, 2018 at 8:00 a.m., Smith Meeting Room, Lake Geneva Public Library.

Respectfully submitted,

Chris Brookes
Secretary