



LAKE GENEVA PUBLIC LIBRARY

MINUTES

Lake Geneva Public Library Board Meeting

Thursday, September 14, 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, Kundert, Lyon, Oppenlander

Also present: Kornak

Excused: Kersten, Lafrenz

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

Kundert/Lyon motion to approve the minutes of the August 10, 2017 meeting. Motion carried unanimously.

Finance

The Finance Committee recommended approval of expenditures of \$50,057.36 from general fund.

Lyon seconded recommendation. Motion carried unanimously.

City of Lake Geneva Parking Manager Sylvia Mullally arrived at this time. Discussion of memo regarding library parking considerations and options for collaboration. No action taken.

Finance report continued (8:43 a.m.)

2018 LGPL proposed budget – revenue from fines and fees and county reimbursements are down. Request consideration of \$13,000 increase from City. Proposed balanced budget reflects Library's efforts to reduce staffing expenses. Budget draft due to City September 22 for hearing September 28 at FLR.

Gelzer/Halverson motion to approve 2018 Proposed Budget. Motion carried unanimously.

Halverson/Gelzer motion to approved credit card guidelines. Motion carried unanimously.



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Voyager Client Brunch is Saturday, October 1 from 9:00 – noon at Geneva National. All Trustees invited.

President's Report

Oppenlander is waiting for data on LED lighting project.

Discussion of impact fee options: expand online services and appropriate infrastructure?

Committee Reports

Building & Grounds

Finance Committee recommended accepting bid for a two year contract from Schranz Roofing at \$1,550 per year for roof inspection, cleaning, and minor maintenance.

Gelzer seconded the recommendation. Motion carried unanimously.

Strategic Planning

The committee has met twice: August 23 to view the WI Trustee Training Presentation on Strategic Planning and September 6 to draft a commission statement, set timetable, and outline responsibilities. Gelzer presented the Ad-Hoc Strategic Planning Committee Commission statement. Kundert/Dinan motion to accept the Commission statement. Motion carried unanimously.

Public Relations

Kornak reported the website is in test mode.

Personnel

A meeting will be scheduled to review job descriptions.

City Liaison

Halverson reported the beach expansion project has been rejected; the City will make needed repairs. The Riviera project is making slow progress.

Director's Report

Kornak presented a written report including:

- Program and service statistics. Goal is to end the year with higher circulation than 2016.
- New Circulation Manager has been hired.
- 30/90 report: 609 summer reading entries, 45 adult summer reading prizes awarded.



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- Director will attend WLA conference October 18-20.
- Donations received.
- RFID & Internet Infrastructure update: self-check kiosks coming in early October; WiFi network upgrades in progress.

Friends of Library Report

Kundert reported Friends Annual Book Sale did very well again this year. Final figures pending.

Adjournment

Halverson/Lyon motion to adjourn the meeting at 9:35 a.m. Motion carried unanimously.

Next meeting: Thursday, October 12 at 8:00 a.m., Smith Meeting Room

Respectfully submitted,

Chris Brookes
Secretary