

**Lake Geneva Public Library Board of Trustees Meeting  
918 West Main Street Lake Geneva, Wisconsin 53147 (262) 249-5299**

**Board of Trustees Meeting  
Thursday, December 8, 2016 at 8:00 a.m.  
Minutes**

**Call to order**

Oppenlander called the meeting to order at 8:12 a.m.

**Roll Call**

**Members present:** Brookes, Boilini, Gelting, Kersten, Kundert, Lafrenz, Oppenlander.

**Also present:** Bellin, Benson, 1 resident.

**Members Absent:** Jones.

**Adoption/Amendment of agenda**

Oppenlander asked for a motion to adopt the agenda. Kundert made a motion to adopt the agenda as proposed. Gelting seconded. Motion carried unanimously.

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

Oppenlander asked for a motion to approve the minutes of the November 10, 2016 meeting and minutes of the December 5 Personnel Committee. Kundert made a motion as proposed. Gelting seconded. Motion carried unanimously.

**President's Report**

Oppenlander reported on the status of the Director search and the next steps in the process.

**Closed Session**

Oppenlander asked for a motion to go into **Closed Session pursuant to WI Statutes 19.85(1) c Considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercises responsibility.** Gelting made a motion to go into **Closed Session.** Kersten seconded. Motion carried unanimously.

Oppenlander asked for a motion to come out of **Closed Session.** Gelting made a motion to come out of **Closed Session.** Lafrenz seconded. Motion carried unanimously.

Motion by Gelting, seconded by Lafrenz to authorize Oppenlander to facilitate negotiations with the candidate of choice and reach a final decision when the background is completed and all aspects are considered.

Discussion of alternatives to cover Director responsibilities between 12/16 and arrival of new director included pursuing candidate's availability to work additional hours as a consultant prior to start of the contract.

Motion by Gelting, seconded by Boilini to approve additional 14 hours of compensation for Interim Director. Motion carried unanimously.

**Finance**

The Finance Committee recommended approval of expenditures of \$47,596.77 from General Funds. Lafrenz seconded. Motion carried unanimously.

The Finance Committee recommended approval of expenditures of \$573.07 from Donated Funds. Lafrenz seconded. Motion carried unanimously.

The 2017 budget has been approved by the City Council.

**Personnel**

Discussion of the next steps in planning, approving, and communicating the staff 2017 salary increases.

Discussion of on-boarding process for new director included developing a check list and signature forms.

**Building & Grounds**

Kundert reported the foliage has been removed from the planters, and the planters will be rebuilt in the spring.

Discussion of contracting out the cleaning of the roof and removal of leaves.

Discussion of Capital Projects for 2017 included self-check-out system, and expansion of public restrooms.

**City Liaison Topics**

Gelting reported the 2017 Budget has been approved.

**Director's Report**

Interim Director Bernie Bellin reported on service statistics, indicating circulation is level, new user registrations are up, and the spike in wireless access sessions in May 2016 may have been a computer anomaly.

The new copiers will be installed December 12.

Benson, Brookes, Kundert, and Bollini reported on the success of the Friends Stocking Stuffer Book Sale. Benson highlighted upcoming programs in December and January.

**Adjournment**

Kundert made a motion to adjourn at 9:25 a.m. Gelting seconded. Motion carried unanimously.

Next meeting: Thursday, January 12, 2017 at 8:00 a.m.

Respectfully submitted,

Chris Brookes  
Vice President