

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

Finance Committee

Thursday, September 11, 2014 at 7:30 a.m. (Director's Office)

Present: Brookes, Kundert, Lafrenz, and Lyon; Also present: Peterson and Wollaeger

After reviewing outstanding bills, Kundert approved a recommendation to the Library Board to approve \$54,317.54 in General Funds and \$565.26 in Donated Funds.

Board of Trustees Meeting

Thursday, September 11, 2014 at 8:00 a.m.

Call to order

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

Roll Call

Members present: Brookes, Dinan, Jones, Kundert, Lafrenz, Lyon; Also present: Peterson and Benson

Adoption/Amendment of agenda

Brookes asked for a motion to approve the agenda. Lyon made a motion to approve the agenda. Lafrenz seconded. Motion carried unanimously.

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

Brookes asked for a motion to approve the minutes of the August 14, 2014 meeting. Lafrenz made a motion to approve the minutes. Kundert seconded. Motion carried unanimously.

President's Report

Brookes reported on Peterson's recommendation to purchase a ScanPro3000 microfilm reader. The Board reviewed the proposal to purchase the ScanPro3000 and the computer and printer to support it. Discussion followed. Lafrenz made a motion that the Board contribute up to \$5,000, with the majority of the funding coming from available money in the Swanson Endowment Fund and the balance from the General Fund. Dinan seconded. Motion carried unanimously.

Brookes alerted the Board to the invitation to the Annual Lakeshores Library System Trustee Meeting on October 30 at Hawk's View.

Building & Grounds

Kundert reported that the second book drop will be sent out for refurbishing now that summer is over.

Kundert reported that staff is in the process of getting three bids for the exterior painting.

Peterson reported that the window treatments will be ordered with a forthcoming payment for one-half of the project to Lake Geneva Screens.

Peterson reported that staff is in the process of getting three bids for the restoration of the planters. Peterson recommended that this project be submitted for funding from the City's Capital Improvement Projects in Spring 2015.

Finance

Kundert made a motion to approve \$54,317.54 in General Funds. Lafrenz seconded. Motion carried unanimously. Kundert made a motion to approve \$565.26 in Donated Funds. Lafrenz seconded. Motion carried unanimously.

Kundert reported the need for the Board to meet prior to the Library's October 1 presentation to the City. Discussion followed. It was agreed that the Finance Committee will meet on Tuesday, September 23, 2014 at 8:00 to review a draft of the 2015 budget.

Personnel

Lyon made 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

Kundert made a motion to go out of **Closed Session**. Lyon seconded. Motion carried unanimously.

The Personnel Committee made a motion to recommend that the employee be reinstated to regular, full-time status with a review by Personnel Committee in three months. Kundert seconded. Motion carried unanimously.

Director's Report

Peterson reported on the service statistics for the month of August. She mentioned that decreased circulation among Walworth county resident who do not have a library in their township or village impacts Walworth County reimbursements to the Library and the Library's operating budget.

Peterson reported that the Library has been nominated for a landscaping award by the Beautification Committee.

Benson reported on upcoming adult programs and partnerships.

Adjournment

Brookes asked for a motion to adjourn at 9:05 a.m. Lyon made a motion to adjourn. Dinan seconded. Motion carried unanimously.

Respectfully submitted,

Diane Jones
Secretary

Next meeting: Thursday, October 9, 2014 at 8:00 a.m.