

**Library Board Meeting
Thursday September 27, 2018 at 7:00 am
Library Meeting Room**

Present: Boyden, Bullette, Craft, Goltz, Leary, Ott, Salerno, Director Williams and student government representative Sara Fritz

Guest and Public Comments: Angie Heim from the Employer Group attended to provide update

Motion to approve minutes from July 17, 2018

Motion was seconded

Result of Vote all in favor

Motion to approve minutes from August 23, 2018

Motion was seconded

Result of Vote all in favor except 2 abstentions from those who were absent

Treasurer's Report:

Approval of library bills all bills are up to date

Endowment Fund update current balance \$183,733, \$650 of contributions as memorials, fund is up 6.81% for the year

Director's Report-no one has checked out the 2 laptops yet, local author display got a lot of coverage this last week, Notes from the Tech Conference: virtual reality experiences are becoming a part of library services as are augmented reality

Review & Discuss:

Motion to approve Client Services Agreement submitted by The Employer Group

Motion was Seconded

Result of Vote-all in favor

Staff evaluations-evaluations need to be completed before new descriptions created, Heim discussed annual vs quarterly evaluations as a way to do more effective evaluations

Policies & Procedures for Approval

Motion to approve Pest Control Policy with suggested changes

Motion was Seconded

Result of Vote-all in favor

Motion to approve Position Description for new Frontline Help Desk and Circulation Position (1/2 time) may provide a range for starting wage for position depending upon experience

Motion was Seconded

Result of Vote-all in favor

Motion to approve overspending from capital equipment account (240-551100-810) and acknowledge the offsetting money is the BadgerNet rebate located in Miscellaneous Income (240-469100-0)

Motion was Seconded

Result of Vote-all in favor

Motion to approve overspending Travel and Training (line 240-551100-335) and acknowledge the offsetting money may be moved from the Library Fund Balance at the end of the year if needed.
Motion was seconded
Result of Vote- all in favor

Motion to step down to the free version of SurveyMonkey if it is possible to do so.
Motion was Seconded
Result of Vote-All in Favor

Motion to approve overspending the Subscriptions Account (line 240-551100-426) to cover the cost of Survey Monkey \$252.00 if stepping down to the free version of Survey Monkey is not possible and offsetting the cost with the remaining credit card rebate located in Miscellaneous Income (240-469100-0)
Motion was Seconded
Result of Vote- All in favor

Future Agenda items

Consideration of ending LTE position for future years, will have closed session if necessary for discussion
Personnel Committee will convene to get back to staff within 90 days as agreed in previous meetings and will report back to Board at next meeting

Next Meeting October 25, 2018

Motion to Adjourn at 8:19 am
Motion was Seconded
Result of Vote-all in favor