

**Library Board Minutes**  
**Thursday September 28 2017**  
**7:00 am**  
**Library Meeting Room**

Present: Boyden, Bullette, Craft, Goltz, Ott, Salerno and Director Williams  
Absent: Leary

**Guest and Public Comments:** None

**Approval of Minutes:** Motion to approve minutes from August 31, 2017 made by Bullette  
Seconded by Goltz  
Result of vote-all in favor

**Treasurer's Report:** Approval of library bills-General Heating charges \$154/hour for HVAC labor, question on regular maintenance bill and call in between service calls for problems, may not have been able to do regular maintenance on the emergency call day  
Endowment up 7.7% for the year, \$176,876 in account

**Holiday hours** Thanksgiving 4-day weekend closed Thursday-Sunday, carpet and furniture cleaning to be completed during these hours  
Christmas closure -will be open Saturday the 23d, closed 25 and 26  
New Year's Day, open Saturday before, have Monday off

**Director's Report** Melissa won WLA programming award  
Story Quest Oral History Program-contacted Williams re: making our oral histories searchable through their database

**Review & Discuss**

Indoor lighting project-lighting work should be done tonight over night

Security cameras-Williams requested Boldtronics to cut quote in half, now fewer cameras with fixed focus, not 180-degree view, \$7783.00 is current bid, let's see where the lighting invoice comes in to stay within budget

**Motion to approve security camera installation if total lighting and security camera costs do not exceed \$14,000 with not more than \$2,200 of the cost to be paid from the fund balance made by Goltz**  
**Seconded by Craft**  
**Result of Vote-all in favor**

Customer request: fine forgiveness for holiday food drive-Ott looked at policies from other Libraries, fine forgiveness generally done to get people with fines and/or lost materials back to using the Library, must come in and meet with Library personnel, Columbus WI does combined fine forgiveness and food drive

The Library Journal had article this year Doing Fine(s): Fines and Fees re: should fines be charged at all  
Our Library receives approximately \$15,000 in fine income

**Motion to approve Food Drive and Fine Forgiveness, for Thursday Nov 16-Wed Nov 22, patrons receive credit of \$1 per unexpired, unopened, non-perishable item, patron must come into Library and work with Library employee directly to receive credit, children under 16 must be accompanied by adult, no forgiveness for lost or damaged items, donations to be divided between MH and BM Food Pantries made by Craft**

**Seconded by Bullette**

**Result of Vote-all in favor**

Endowment subcommittee (Ott)- Endowment Fund update met and discussed mailing with letter, photos of last year's purchases in use and description of 2018 picks

Letter in newsletter with SAS envelope for donation

Separate letter to those who have made Endowment contributions before

Questions: Can we use mailing list? are the levels too low? identity issues between FOL and Endowment? what do we need the most?

The public is already confused about roles of Library Board vs Friends of Library, need strategic way to educate the public about the entities, their roles and the Endowment.

Verona complete a challenge grant last year with Madison Community Foundation providing the match

**Future Agenda items**-strategic planning, change meeting time to a time when the public more likely to attend

**Motion to adjourn made by Bullette at 7:59**

**Seconded by Goltz**

**Vote-all in favor**