

December 17, 2015

The regular meeting of the Clintonville Library Board was called to order by President Jerald Schoenike at 4:02 p.m. in accordance with Wisconsin Open Meeting Laws and ADA requirements.

The following members responded to roll call: Donna Lederer, Virginia Federwitz, Lois Bressette, Jerald Schoenike, Polly Goodell, and Tim Sweet. Absent: Sara Mullen-Hornung. Others present: Director Jamie Hein, Mayor Judy Magee, and Ralph Williams, representing the F.O.L.

Moved by Sweet, seconded by Goodell to approve the agenda as printed. Motion carried unanimously.

Citizens Forum: No citizens present

Moved by Sweet, seconded by Lederer to approve the minutes of the November 19, 2015 regular meeting as printed. Motion carried unanimously.

Moved by Lederer, seconded by Goodell to approve the November Financial Report and Special Accounts Report as printed. Roll call vote was taken. Motion carried unanimously. The Board requested that, in the future, the fund balance appear as a separate line item in the report.

Moved by Goodell, seconded by Sweet to approve the total December transactions/obligations, including salaries, in the amount of \$37,482.36. Roll call vote was taken. Motion carried unanimously.

The Librarian's Report was discussed and ordered filed.

BUSINESS

Mayor Magee expressed her appreciation to the Board members for their service to the Library.

Friends of the Library Report

Ralph Williams reported for the F.O.L. They had a float in the Christmas parade and have sold 432 books from the used book cart since October 19th. They will be having a used book sale during Winter Whirl January 21-24. In pursuing their goal of more adult programming, they will be sponsoring the appearance of the Wisconsin Poet Laureate in February at the library. The next F.O.L. Board of Directors meeting will be held in February.

Summary of Friends Contributions

The F.O.L. contributed a total of \$4658.78 to the Library. The funds were used for the Dr. Seuss program, children's books, Page Turner treats, publicity, summer program prizes, and Teen Program pizza. The Board expressed their appreciation to Mr. Williams who was present at the meeting representing the F.O.L.

Legislative Update LRB-1760

This bill would allow library boards to have a collection agency or local law enforcement retrieve lost or long overdue materials and/or replacement cost.

Board Timeline

President Schoenike asked that this timeline be distributed to the Board members. It lists, by month, items the Board should consider annually.

2015 Budget

Director Hein provided an itemized list of all the expenses involved in the fund balance transfer of \$24,138.38.

2016 Budget

Director Hein reported on the 2016 budget. Changes from the previous year include a \$20,000 increase in the OWLS subsidy (a result of Shawano County being billed for resident usage of the CPL), a decrease in the erate reimbursement, and employees paying more of their health care insurance. The Board requested information concerning the formula for determining the OWLS subsidy to libraries.

ACC Planned Service Contract

The ACC contract has been paid through September 1, 2016. The Board discussed the aging of the HVAC equipment, working with ACC vs. local contractors, and consulting with city staff in evaluating whether or not the ACC contract should be renewed. This issue should be discussed by the July board meeting, if not sooner.

Technology Plan

This will be reviewed at the January Board meeting. In discussing this plan, Board members should take into consideration the Library’s long-range plan and the possibility of a building addition.

2016 Calendar of Days Closed

Moved by Bressette, seconded by Sweet to accept the 2016 Calendar of Days Closed with the library being open on December 23rd. Motion carried unanimously. The Board will re-examine the personnel holiday policy at a future date.

Coffee at the Library

Figures were presented concerning the cost and revenue of providing coffee at the library using The Living Room Coffee Shop and the Keurig machine furnished by the F.O. L.

Library Sign

Moved by Bressette, seconded by Sweet to accept the bid of \$24,942 for the library sign to be placed at the corner of 9th and Hemlock Streets, constructed by Krueger’s Sign and Electric. Roll call vote was taken. Motion carried unanimously.

Library Expansion Discussion

The tour of the Wautoma Public Library was discussed.

Next Meeting

The next Board meeting is scheduled for Thursday, January 21st at 4:00 p.m.

Moved by Bressette. Seconded by Lederer to adjourn at 6:22p.m. Motion carried unanimously.

Respectfully submitted,

Approved

Virginia Federwitz, Secretary

Clintonville, Wisconsin

December 16, 2015

Tour of the Wautoma Public Library

Board members Donna Lederer, Lois Bressette, Jerald Schoenike, Polly Goodell, and Sara Mullen-Hornung toured the Wautoma Public Library. The tour enabled board members to see a new library that serves a population similar to the size of Clintonville. The Board gathered ideas to be taken into consideration for a possible expansion of the library.

Respectfully submitted,

Approved

Virginia Federwitz, Secretary