

October 13, 2016

The regular meeting of the Clintonville Library Board was called to order by President Jerald Schoenike at 4:06 p.m. in accordance with Wisconsin Open Meeting Laws and ADA requirements.

The following members responded to roll call: Donna Lederer, Virginia Federwitz, Mike Hankins, Jerald Schoenike, Lynne Simpson, and Sara Mullen-Hornung. Mandy Hill arrived at 4:10 p.m. Others present: Director Jamie Hein and Ralph Williams from the Friends of the Library.

Moved by Hankins, seconded by Lederer to approve the agenda as revised. Motion carried.

Citizens Forum: No citizens present

Moved by Simpson, seconded by Hankins to amend the minutes of the September 8, 2016 regular meeting. Motion carried unanimously.

Moved by Hankins, seconded by Lederer to approve the September Financial Report and Special Accounts Report as printed. Roll call vote was taken. Motion carried unanimously.

Moved by Hankins, seconded by Hill to approve the total October expenses, including salaries, in the amount of \$29,297.46. Roll call vote was taken. Motion carried unanimously.

The Librarian's Report was discussed and ordered filed.

BUSINESS

Friends of the Library Report

Ralph Williams reported for the F.O.L. The annual meeting will be held Tuesday, October 18th at 6:00 p.m. at the Library. Director Hein will provide the program. The next used book sale will be November 3rd through the 6th.

Employee Discipline and Rules of Conduct Policies

Director Hein presented the present policy. The Board would like to see the policy updated and checked by the city attorney.

Approve the 2017 Calendar of Days Closed

Moved by Simpson, seconded by Mullen-Hornung to approve the 2017 Calendar of Days Closed. Motion carried unanimously.

2015 Budget Audit

Director Hein presented figures from the 2015 budget audit. \$81,848.33 was taken from the fund balance. \$70,448.06 was paid toward funded liability and \$11,400.27 for the net amount over regular budget expenses.

2017 Budget

Director Hein was asked by the city to cut 2 ½ % from the proposed budget. Moved by Hankins, seconded by Simpson to make reductions of \$19, 597.00 to the budget by reducing adult books by \$3744., juvenile books by \$4744., adult art and AV by \$2400., gas by \$1000., and reducing salaries by the necessary percentage to bring the total budget expenses to \$428,416. Roll call vote was taken with Lederer abstaining. Motion carried.

Hoopla Demo

The demonstration of Hoopla content and features was postponed to the November meeting.

FLSA Change

Director Hein presented changes in the Federal Overtime Regulations under the Fair Labor Standards Act to the Board for their information.

Discussion of Facilitator

The Board would like to invite Jessica Beckendorf, Community Development Educator for the UW-Extension, Waupaca County to the November meeting for more information on the process of community involvement for future library planning.

Set Next Meeting Date and Time

Moved by Lederer, seconded by Hankins to November 15th or 16th at 4:00 p.m. Motion carried unanimously.

Moved by Lederer, seconded by Hankins to adjourn at 6:02 p.m. Motion carried unanimously.

Respectfully submitted,

Approved

Virginia Federwitz, Secretary