

November 19, 2015

The regular meeting of the Clintonville Library Board was called to order by President Jerald Schoenike at 4:03 p.m. in accordance with Wisconsin Open Meeting Laws and ADA requirements.

The following members responded to roll call: Virginia Federwitz, Lois Bressette, Jerald Schoenike, Polly Goodell, Tim Sweet, and Sara Mullen-Hornung. Donna Lederer arrived at 4:19 p.m. Others present: Director Jamie Hein, Richard Block from the Friends of the Library, Bert Lehman from the Tribune Gazette, and Mike Krueger from Krueger Sign and Electric.

Moved by Sweet, seconded by Mullen-Hornung to approve the agenda as printed. Motion carried unanimously.

Citizens Forum: No citizens present

Moved by Goodell, seconded by Federwitz to approve the minutes of the October 22, 2015 regular meeting as printed. Motion carried unanimously.

Moved by Bressette, seconded by Sweet to approve the October Financial Report and Special Accounts Report as printed. Roll call vote was taken. Motion carried unanimously.

Moved by Sweet, seconded by Goodell to approve the total expenses, including salaries, in the amount of \$39,505.40. Roll call vote was taken. Motion carried unanimously.

The Librarian's Report was discussed and ordered filed.

BUSINESS

Library Sign

Mike Krueger, Krueger Sign and Electric, was present to answer questions from the Board concerning the sign. He suggested rethinking the location of the sign. It would take 4-6 weeks to procure the sign. It would probably be installed in the spring—he will guarantee the price until then. He also would like to take pictures of the proposed sign as viewed against the library building and to talk with the building inspector. He would make sure the sign is designed according to the Board's wishes.

Friends of the Library Report

Mr. Block had no new information to present from the F.O.L.

Information: Steps for Using the Fund Balance

Director Hein distributed information to the Board members concerning using the fund balance. President Schoenike reminded the Board that this process needs to be well-planned and used infrequently.

Approve 2016 Calendar of Days Closed

The Board discussed the possibility of being open a half-day on December 23rd for its patrons. Director Hein was directed to bring more information to the December meeting.

Reinvest Billings CD

The Board discussed long term vs. short term investment of CDs. Moved by Federwitz, seconded by Lederer for Director Hein to reinvest the Billings CD, coming due December 19, 2015, at the best rate available at a local financial institution. Roll call vote was taken with Bressette and Mullen-Hornung dissenting. Motion carried.

Refrigerated Air Dryer Replacement

This device keeps the library at a comfortable temperature during this time of the year. Moved by Bressette, seconded by Goodell to pay ACC \$936.76 for this repair out of the other operating expenses fund. Roll call vote was taken. Motion carried unanimously. Director Hein was asked to review the contract with ACC to see what is included.

Coffee at the Library

Director Hein reported that the Keurig machine, furnished by the F.O.L., seems to be working out well. Use of the machine stops at 3:00 p.m. when the school students come to the library. It was requested that cost/revenue statistics be kept regarding usage. The secretary will write a thank-you to The Living Room thanking them for their participation in this pilot program.

2015 Budget

Moved by Federwitz, seconded by Lederer to grant permission to the Director to spend down the remainder of the 2015 budget, not to exceed the published budget. Roll call vote was taken with Bressette dissenting. Motion carried.

2016 Budget

The Board will re-examine the budget in February for potential changes in concern for the \$15,000 increase. Moved by Goodell, seconded by Lederer to adopt the 2016 budget in the amount of \$439,401. Roll call vote was taken with Bressette abstaining. Motion carried. A question was brought up concerning the completion of the Chamber of Commerce application.

Library Expansion Discussion

Plans were made to visit the Wautoma library in December with a visit to a more distant library planned for a later date.

Set Next Meeting Day and Time

The next meeting will be Thursday, December 17th at 4:00 p.m.

Moved by Lederer, seconded by Sweet to adjourn at 6:58 p.m. Motion carried unanimously.

Respectfully submitted,

Approved

Virginia Federwitz, Secretary