

Karl Junginger Memorial Library  
Board of Trustees Meeting  
May 29, 2012  
5:15pm  
Conference Room

I. Call to order 5:13PM

*Roll: Cece Wiltzius, Art Biermeier, Lee Fiedorowicz, Deb Battenberg, Lindsay Reynolds, Connie Schiestl, Mike Strasser Absent: Ellen Sullivan*

II. Approval of agenda

*Motion to Approve: Battenberg*

*Second: Schiestl*

*Motion passed*

III. Reading of Minutes

*Motion to Approve: Biermeier*

*Second: Schiestl*

*Motion passed*

IV. Correspondence, Appearance, Public Comments

*Amanda Brueckner sent a letter requesting a maternity leave, to be discussed in new business.*

IV. Director's Report

*Motion to Approve: Biermeier*

*Second: Fiedorowicz*

*Motion passed*

VI. Unfinished Business

A. Library finances

1. 2013 Library Budget Informational

*Wiltzius reported that there is nothing new to report at this time.*

B. City of Waterloo Employee Personnel Manual-Library Appendix Action

*Wiltzius presented the board with several recommended changes to the Library Appendix.*

*Battenberg: Motion to change vacation days for full-time from 40 hours of vacation after 1 year of employment to 40 hours of vacation at employment.*

*Second: Biermeier*

*Motion Passed*

*Biermeier: Motion to change the wording for holiday scheduling in the Library Appendix to reflect scheduling holidays during the week of the holiday.*

*Second: Schiestl*

*Motion Passed*

*Battenberg: Motion to add verbiage reflecting the confidentiality of the SHARE database.*

*Second: Fiedorowicz*

*Motion Passed*

VII. New Business

A. Amanda Brueckner request for maternity leave Action

*Biermeier: Motion to grant maternity leave for Brueckner from August 27, 2012 to September 26, 2012.*

*Second: Battenberg*

*Motion passed*

B. July Saturday close date for SHARE server upgrade Action

*As no date has been set for the upgrade at this point, no action was taken.*

VIII. Date, place, and time of next meeting

*June 26, 2012 5:15*

IX. Adjournment

*Motion to Adjourn : Fiedorowicz*

*Second: Biermeier*

*Motion passed*

Please notify Cecilia at 478-3344 if you are unable to attend