

Karl Junginger Memorial Library
Board of Trustees Meeting
August 6, 2013
5:15pm
Conference Room

I. Call to order:

Meeting called to order at 5:15PM.

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

II. Approval of agenda

Battenberg moved to approve the agenda; Fiedorowicz seconded. Agenda approved unanimously.

III. Reading of Minutes

Schiestl moved to approve the May 21 minutes; Battenberg seconded. Minutes approved unanimously.

Schiestl moved to approve the July 23 minutes; Sullivan seconded. Minutes approved unanimously.

IV. Correspondence, Appearance, Public Comments

None.

V. Director's Report

Battenberg moved to approved the Director's Report; Fiedorowicz seconded. Report approved unanimously.

VI. Unfinished Business

A. Library Director Search *Informational*

The job posting has been sent to Mo Hansen, and posted on the Waterloowi.us website. Hansen will send the posting to the Courier and use city resources to publicize the position. Wiltzius will send the posting to library job sites such as Wispub.lib as well as library schools within the state.

B. SHARE update *Informational*

SHARE has voted to extend library card expiration dates so cards will expire every two years. There will be a Workflow software update on August 20.

C. 2014 Library Budget *Informational*

The Finance Committee will be meeting this week. Wiltzius submitted an initial budget plan including new carpet for the community room and increasing the youth librarian hours to 40 hours /week. In 2014 the library will not need to pay a mortgage, freeing up Junginger money for building oriented items, and Clark money, intended for youth and programming items. County Aid money will increase for 2014.

D. Review of Board By-Laws Section 3 (8) *Action*

Batttenberg moved to change the wording of Article VI Section 3 #8 to read "recommend to Board any purchases of equipment or furniture exceeding **\$2,500.**" (change in bold). Strasser seconded; motion passed unanimously.

VII. New Business

A. Photocopier lease with Gordon Flesch *Action*

Wiltzius reported that the 5 year copier lease with Gordon Flesch will expire October 31. Schiestl moved to begin the bidding process for both 3 and 5 year agreements effective November 1, 2013 for a multiuse fax/scan/copy/network machine. Sullivan seconded. Motion passed unanimously.

B. Library Director job evaluation *Action*

Schiestl moved to convene in Closed Session on the matter per State Statute 19.85(1)(c) "considering employment, promotion, compensation or performance evaluation data of any public employee over which the body has jurisdiction or exercises responsibility."

Schiestl moved to reconvene in open session. Sullivan seconded. Motion passed unanimously.

C. Library staff raises for January 1, 2014 *Action*

Wiltzius reported that we don't know yet what the city is planning for raises. The city would like to have raises effective January 1, 2014.

Schiestl moved to table decisions on staff raises until more information is available from the city. Strasser seconded. Motion passed unanimously.

D. Library Director sick leave conversion request *Action*

Strasser moved to convert Cecilia Wiltzius' remaining sick leave hours to pay health insurance premiums. Fiederowicz seconded. Motion passed unanimously.

VIII. Date, place, and time of next meeting
September 24, 5:15PM in the Library Conference Room.

IX. Adjournment

Schiestl moved adjournment, Sullivan seconded. Motion passed. Meeting adjourned at 6:43.