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Karl Junginger Memorial Library
Board of Trustees Meeting
October 14, 2014
5:15pm
Conference Room
Agenda

Please contact Kelli Mountford at 920-478-3344 if you need accommodations to attend the meeting.

- I. Call to Order/Roll Call
- II. Approval of agenda
- III. Correspondence, Appearance, Public Comments
- IV. Reading and Approval of open and closed minutes from September 16, 2014
- V. Director's Report
- VI. Unfinished Business
 - A. Library Finances
 1. 2015 Budget - *Informational*
 2. Employee wages - *Informational*
 3. Trustee Dinner cost \$95 - *Action*
 - B. Scholarship application *Action*
 - C. Parking lot grates- *Building & Grounds Committee - Informational*
- VII. New Business
 - A. Thompson Investment Speaker - John
 - B. trio participation Agreement with MWFLS - *Action*
 - C. Update the Meeting Room Cleanup Checklist - *Action*
- VIII. Date, place, and time of next meeting
- IX. Adjournment

Posted: October 8, 2014

Karl Junginger Memorial Library
Board of Trustees Meeting
September 16 2014
Open Minutes
5:15pm
Community Room

- I. Call to Order/Roll Call 5:22
Kelli Mountford, Mike Strasser, Art Biermeier, Lee Fiedorowicz, Ellen Sullivan, Lindsay Reynolds(5:35)
Absent: Deb Battenberg, Connie Schiestl
- II. Approval of agenda
Fiedorowicz moved to approve the agenda. Strasser seconded. Motion passed unanimously
- III. Correspondence, Appearance, Public Comments – None
- IV. Reading and Approval of open minutes from August 19, 2014
Strasser moved to approve the meetings as presented. Fiedorowicz seconded. Sullivan abstained. Motion passed unanimously.
- V. Director's Report
Mountford provided updates meetings and workshops attended by library personnel.

Trustee Dinner on Thursday, Oct. 16th wanted to know if library would pay for the meals of the trustee's and staff attending. Place on October agenda.

TRIO update – Beaver Dam's library board voted on Friday, August 15th to not join trio. Beaver Dam will join trio then leave by January 1st, 2015.

Mountford updated trustees that they will be receiving the trio participation agreement and bylaws through email and requested they are read over before October's board meeting.

Mountford reported there was a bee's nest in the building by the women's restroom, city and pest control were called.

Mountford reported Jefferson county finance committee approved county library budget for 2014

Update on the 20th anniversary week programs – great attendance for the Bubble guy then attendance dwindled for rest of week – had about 40 people come out for the open house.

For the October board meeting we will have John from Thompson investment. This will move up our October board meeting one week to Tuesday, Oct. 14th.
- VI. Unfinished Business
 - A. *Library Finances - Mountford updated board on 2015 budget – City financial committee still has not looked over library budget.*

- B. *Roofing Bids – Informational*
Strasser suggested we get bids for Asphalt shingles – Fiedorowicz suggested to call Lakeside construction.
- C. *Parking Lot grates – Informational*
It was decided that the building and grounds sub-committee will meet with city workers to discuss the parking lot and the parking lot grate.
- D. *Scholarship – Informational*
Mountford received information that the scholarship is good for all UW schools and will let the candidate know so they may apply for second semester.
- E. *Flooring bids – Action*
Fiedorowicz moved to approve the Empire Today LVP flooring bid of \$6,266.91 to be ordered by Mountford in the color choice that she chooses. Sullivan seconded. Motion passed unanimously.

Reynolds 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.” Sullivan seconded. Motion passed unanimously.

- A. *Library Director job evaluation Action*
- B. *2014 Library Budget*
 - 1. *Library staff raises for January 1, 2014 - tabled*

After discussion of the above items, Sullivan moved to return to open session. Reynolds seconded. Motion carried unanimously.

- VII. *New Business – None*
- VIII. *Date, place, and time of next meeting*
Tuesday, October 14 at 5:15PM

Adjournment: Reynold’s moved to adjourn 6:58PM. Fiedorowicz seconded; motion passed unanimously.

**Karl Junginger Memorial Library
Director's Report
October 14, 2014**

Meetings and Workshops Attended:

September 4 City Council
September 5 Governance Mtg. - Horicon
September 8 Junginger book club
September 9 Carroll Electric – Phone
September 10 Mtg. w/ Matt from Fire Dept. @ 9 a.m.
September 10 End of Life Program @ 5:15
September 11 Director's Council- Horicon /Open House
September 15 Clark book club
September 17 Staff Meeting
September 19 New Director Boot Camp – Stevens Point
September 23 MANGO Demo
September 24 MWFLS Technology Day Workshop – 9 to 3:30
September 25 Action Furnace Maintenance
September 25 Webinar – “10 Ways to engage FB Fans”

Mid-Wisconsin Federated Library System

MWFLS board approved the trio participation agreement

No Holds from Oct. 21st until go live Nov. 20th

Building

Flooring has been installed – looks wonderful. Need to hire a handyman to place corner-round around the outside of the flooring. Carpenters could not take off our baseboard without wrecking the walls.

Technology

I have purchased two Kindles to have for patrons to use in the library.

Education

Amanda and I went to MWFLS headquarters for a day of technology classes – very good.

Programs

Began a new program in the afternoon – Matinee classics – every third Thursday of the month at 2 p.m.

The Waterloo Public school elementary classes visited the library at the end of September.

Fired-Up reading Challenge has begun and is off to a great start – # of Participates?