

Karl Junginger Memorial Library
Board of Trustees Meeting
March 8, 2016

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

- I. Call to Order/Roll Call
Meeting called to order at 5:18
Present: Deb Battenberg, Art Biermeier, Lindsay Reynolds, Lee Fiedorowicz, Kelli Mountford, Meg McAusland, Amber Datka
- II. Approval of agenda
Battenberg moved to approve the agenda with changing the gutters item to information, not action. Fiedorowicz seconded. Motion passed unanimously.
- III. Approval of open minutes from February 9, 2016
Fiedorowicz moved to approve the minutes. Reynold seconded, motion passed unanimously.
- IV. Correspondence, Appearance, Public Comments
none
- V. Director's Report
Mountford reported that a locksmith will be called so that the community room door can be opened with the master key. She also reported that Mary Parsons is leaving as of August 1st, and Heather Kent is leaving for a full time youth services job. The staff inservice went well; the library also had active shooter training from Waterloo Police
- VI. Unfinished Business
 - A. Strategic Planning – Informational
Bruce has given us a timeline. He would like to form a community work group and will meet with the group the week of March 28. During April he will hold community conversations and administer a community survey. In May, he will compile the information. in May or June will meet with the board for half a day. The framework template should be done around June or July.
Mountford reported that Fort Atkinson and Johnson Creek libraries have both gone through this with Wiils. Both reported positive experiences; good expertise, and good process.
 - B. Ipad purchase - Action
For story hours and teen and adult programs. Reynolds moved to purchase five ipad minis from Amazon at an approximate price of \$1600; Battenberg seconded.
 - C. Gutters – Action
This was changed to informational as the gutters will only cost \$650.

D. Laptops vs. tablets – *Action*

Mountford is planning on purchasing 10 laptops to use for classes. Fiedorowicz moved to table to gather information; Reynolds seconded; motion passed unanimously.

E. Jensen furniture - *Informational*

Mountford is still waiting on information.

VII. New Business

A. Parking Lot - *Informational*

The board discussed getting bids, possible using Kunkel Engineering.

B. National Library Week - *Action*

Battenberg moved to approve fine forgiveness for the week of April 11-16 for patrons who bring in a humane society item or food pantry items, a day of free library card replacements, and a day of waived fines for up to \$50 of lost or damaged items during National Library week. Fiedorowicz seconded. Motion passed unanimously.

C. Adult Fiction Shelving - *Action*

Mountford presented bids on new shelves for the adult fiction section to make the shelves ADA compliant. (Money would come from county carryover money.) Fiedorowicz moved to approve the bid from Embury for new adult fiction shelves at \$12,326. Reynolds seconded. Motion passed unanimously.

VIII. Future agenda items

parking lot, laptops, strategic, policy review.

IX. Date, place, and time of next meeting in the library conference room

5:15 April 12 Library Conference room

X. Adjournment

Reynolds moved to adjourn at 6:20PM. Fiedorowicz seconded. Motion passed unanimously.

Respectfully Submitted,
Deb Battenberg, Secretary