

Karl Junginger Memorial Library
Board of Trustees Meeting
OCTOBER 18, 2016

- I. Call to Order/Roll Call
Lee Fiedorowicz, Art Biermeier, Jeanette Petts, Ellen Sullivan, Kelli Mountford, Brian Henning, Kristen Klein (5:23). Meeting called to order at 5:18.
- II. Approval of agenda
Henning/Sullivan. Unopposed.
- III. Approval of open minutes from September 14, 2016
Fiedorowicz moved to approve the open minutes. Sullivan seconded. Motion passed unopposed.
- IV. Correspondence, Appearance, Public Comments
NONE
- V. Director's Report
Mountford reported - that we may be getting a higher connection through TEACH/Badgernet for internet use, hopefully being able to discontinue Charter internet. Arrowhead library system inquired to Bridges about the possibility of merging into our ILS system. Envisionware (where patrons can use credit cards to pay for fees/fines on Café) will hopefully be up and running by January 1, 2017. Music & Memory initiative through working with Angela from Bridges, ADRC and the Waterloo H.S. The memorial bench for Dorothy Jensen has arrived needs to be put together. Masonry and conference room door lock have been completed. Many great programs coming up at the end of October and in November.
- VI. Unfinished Business
 - A. Financial monthly report – Action
Klein moved to approve the financial report. Sullivan seconded. Motion passed unanimously.
 - B. Strategic Planning – Informational
Mountford reported that the strategic planning group met and went over the data from the surveys and community conversations the next meeting with the group will be on Nov. 5th.
 - C. Budget 2017 – Action
Sullivan moved to approve the 2017 Budget. Henning Seconded. Motion passed unanimously.
- VII. New Business
 - A. Library Board/Staff Holiday Celebration – Action
Klein moved to have the celebration take place on Friday, Dec. 9th being catered by Glenn's of Watertown. Sullivan seconded. Motion passed unanimously.
 - B. Library Employee Gift Cards - Action
Sullivan moved the approval of Mountford asking staff what their preference of a gift card they would like and the approval of Mountford purchasing a gift card for staff. Henning seconded. Motion passed unanimously.
 - C. 2016 Holiday Library Closings – Action
Sullivan moved that the library will close on Dec. 23/24/26 & Dec 31/Jan.2. Fiedorowicz seconded. Motion passed unanimously.

- D. 2017 Holiday Library Closings – Action
Fiedorowicz moved to pass the following dates to be closed in 2017 – April 14, May 29, July 4, September 4, Nov. 23, and Dec. 25-26. Henning Seconded. Motion passed unanimously.
- E. Fine forgiveness deals day after Thanksgiving – Action
Klein moved to approve the Black Friday deals for the day after Thanksgiving that are on the flier presented. Sullivan seconded. Motion passed unanimously.
- F. Hearing Loop for Meeting Room – Action
Fiedorowicz moved to table this discussion until Mountford could provide more statistics on the use of the hearing loop at the front desk. Klein seconded. Motion passed unanimously.
- G. Scanners for library barcodes on phones and Circulation Policy 410 – Action
Fiedorowicz moved that the wording for policy 410 should be changed to “Patrons must bring their library card, or provide a library barcode on a smart device and verbal confirmation of address to the staff when checking out materials form the library.” Klein seconded. Motion passes unanimously.

VIII. Future agenda items

Strategic planning, hearing loops

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

January 10th at 5:15 pm

X. Adjournment

Henning moved to adjourn at 6:20. Sullivan seconded. Motion passed unanimously.

Respectfully Submitted,

Kelli Mountford

