

Karl Junginger Memorial Library
Board of Trustees Meeting
January 10, 2017

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

- I. Call to Order/Roll Call
Meet called to order at 5:15PM. Present: Kelli Mountford, Art Biermeier, Lee Fiedorowicz, Kristen Klein, Deb Battenberg, Melissa McLimans (WiLS).
- II. Approval of agenda
Mountford asked to reverse I and H. Battenberg moved to approve the agenda with this change. Fiedorowicz seconded. Motion passed unanimously.
- III. Approval of open minutes from October 18, 2016
Klein moved to approve the October minutes. Henning seconded. Motion passed unanimously; Battenberg abstained.
- IV. Correspondence, Appearance, Public Comments –
Melissa McLimans from WiLS – Strategic plan discussion
*McLimans presented the Strategic Plan.
Mountford passed around thank you notes and cards from the holiday season.*
- V. Director's Report
Mountford presented the director's report.
- VI. Unfinished Business
 - A. Financial monthly reports for Oct. '16, Nov. '16, & Dec. '16 – Action
Fiedorowicz moved to approve all three sets of minutes; Klein seconded; motion passed unanimously.
 - B. Strategic Planning – Action
Fiedorowicz moved to approve all three sets of minutes; Henning seconded; motion passed unanimously
 - C. Hearing Loop for Meeting Room – Informational
Mountford presented ideas for assisting the hearing impaired in the meeting room.
- VII. New Business
 - A. Meeting Room Policy (Key action if not returned and Deposit for everyone required)– Action
Fiedorowicz moved to table the policy change so Mountford can research door entry systems. Klein seconded. Motion passed unanimously.
 - B. New Lease with Gordon Flesch copier- Informational maybe Action
Battenberg moved to approve a \$738/month lease on a new color/black and white copier from Gordon Flesch. Fiedorowicz seconded. Motion passed unanimously.
 - C. Corporate Platypus Membership Milwaukee Zoo-Action
*Zoo will give the library a membership for \$750; promotion of the card is limited. The amount will go up quite a bit the next year.
Battenberg moved to approved the purchase of a Platypus membership for this year. Klein seconded; motion passed unanimously.*

- D. Bridges Contract-Action
Fiedorowicz moved to approve the Bridges contract. Henning seconded. Motion passed unanimously.
 - E. Jefferson County Contract – Action
Battenberg moved to approve the Bridges contract. Henning seconded. Motion passed unanimously.
 - F. Guideline Checklist for Jefferson County Libraries- Action
Fiedorowicz moved to approve the Bridges contract. Battenberg seconded. Motion passed unanimously.
 - G. EnvisionWare software – Informational
Mountford expects to install Envisionware on 1/10/17.
 - H. Patron request for reconsideration of Material – Informational
Mountford reported on a request for reconsideration.
 - I. Policy 405 Reconsideration of Material: Procedure and Form – Action
Fiedorowicz moved to table the policy 405 till the next meeting. Henning seconded. Motion passed unopposed.
 - J. Baker & Taylor Leasing program – Informational
KJML will lease 5 materials a month for circulation for the Lucky Day collection.
- VIII. Future agenda items
Door fobs, coded entry, coordination of summer program with school, selection of material policy
- IX. Date, place, and time of next meeting in the library conference room
Wednesday, February 15 at 5:30PM. Note the change of day and time!
- X. Adjournment
Fiedorowicz moved to adjourn at 6:44. Henning seconded. Motion passed unanimously.

Respectfully Submitted, Deb Battenberg, Secretary