

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