

# Karl Junginger Memorial Library

Board of Trustees Meeting

September 11, 2018

5:15 pm

Minutes

- I. Call to Order & Introductions  
*Meeting called to order at 5:17 pm. Present: Art Biermeier, Brian Henning, Deb Battenberg, Ellen Sullivan, Kristen Klein, Lee Fiedorowicz, and Kelli Mountford*
- II. Approval of agenda  
*Fiedorowicz moved to approve the agenda. Battenberg seconded. Motion passed unanimously.*
- III. Approval of open minutes from August 15, 2018  
*Fiedorowicz moved to approve the minutes from August 15. Battenberg seconded. Klein and Sullivan abstained. Motion passed unanimously.*  
  
*Approval of closed minutes from August 15, 2018*  
*Fiedorowicz moved to approve the minutes from August 15. Battenberg seconded. Klein and Sullivan abstained. Motion passed unanimously.*
- IV. Correspondence, Appearance, Public Comments:  
*Mountford discussed the Bridges Library System Trustee Dinner.*
- V. Director's Report  
*Mountford and board members discussed various items on Mountford's written report.*
- VI. Unfinished Business
  - A. Financial monthly report for August 2018 – Action  
*Battenberg moved to approve the financial report. Fiedorowicz seconded. Motion passed unanimously.*
  - B. Light fixture above circulation desk – Informational  
*Mountford reported that the fixture above the circulation desk needs attention. Fiedorowicz offered to help.*
  - C. Hotspots Policy 418 - Action  
*Klein moved to approve the policy as presented. Battenberg seconded. Motion passed unanimously.*
  - D. Accessibility Building Scan – Informational  
*Mountford reported that Bridges sent a professional company to check our facility to see if any changes need to be made to make our library safe and accessible for people with disabilities. Mostly, our library is in very good shape. Two improvements are needed, though. We need to lower one water fountain and make the parking lot more accessible. A full report from the company detailing the needed updates is forthcoming.*

- E. 2019 Budget - *Action*  
*Fiedorowicz moved to approve the preliminary budget as presented. Sullivan seconded. Motion passed unanimously.*

VII. New Business

- A. 410 Circulation (Temporary Patron Checkouts) Policy - *Action*  
*Fiedorowicz moved to approve the policy as presented. Battenberg seconded. Motion passed unanimously.*
- B. Closing early September 27 at 5:30 for Homecoming – *Action*  
*Battenberg moved to approve the early closure for homecoming. Sullivan seconded.*

VIII. Future agenda items

- A. Meeting Room Rental Fee
- B. 2019 Budget
- C. ADA Report

- IX. Date, place, and time of next meeting in the library conference room  
Tuesday, October 9, at 5:15 in the library conference room

- X. Adjournment  
Fiedorowicz moved to adjourn at 6:08 pm. Sullivan seconded. Motion passed unanimously.

Respectfully Submitted, Kristen Klein, Secretary